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ANNUAL REPORT

OF THE

ARCHITECT OF THE CAPITOL

FOR THE PERIOD

October 1, 1986 to September 30, 1987

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This Fiscal Year 1987 Annual Report covers the period from October 1, 1986, through September 30, 1987. It represents the 12th report published by the Architect of the Capitol since the concept was revived in Fiscal Year 1976.

The purpose of the Annual Report is to record those significant events and the work accomplished by the Office of the Architect of the Capitol during Fiscal Year 1987. The report covers all activities under the Architect and is organized, as is the Office itself, into Central Office activities, including Architecture, Engineering, Administration and Construction Management, and the activities of Property Management/Buildings and Grounds.

Central Office activities are described through the Executive Committee Offices of the Assistant Architect, Executive Assistant, Administrative Assistant, Director of Engineering, Budget Officer and General Counsel. In addition, the activities of the Internal Auditor, who reports directly to the Architect, are described under Central Office activities. Property Management/Buildings and Grounds activities again encompass the Capitol Building, Senate and House Office Buildings, Library of Congress, Capitol Power Plant, Botanic Garden, and Supreme Court.

George M. White

George M. White, FAIA
Architect of the Capitol

CONTENTS

	Page
The Architect's Message	III
Office of the Architect of the Capitol	1
Central Office Activities	3
Office of the Assistant Architect and Director of Architecture	3
Architecture Division	3
Construction Management Division	5
Management Branch	6
Construction Branch	6
Office of the Executive Assistant	7
Curator	7
Art and Reference Division	11
Records Management Division	12
Photography Division	12
Office of the Administrative Assistant	14
Accounting Division	14
Accounting Branch	14
Payroll Branch	15
Data Processing Division	16
Flag Office	17
Office Services Division	17
Personnel Division	18
Procurement Division	20
Purchasing Branch	20
Contract Branch	22
Senate Restaurants	22
House Restaurants	23
Office of the Director of Engineering	23
Air Conditioning Engineering Division	24
Electrical Engineering Division	26
Elevator Engineering	27
General Engineering Division	28
Electronics Engineering Division	28
Fire Protection and Safety Engineering Division	29
Office of the Budget Officer	30
Office of the General Counsel	32
Office of the Internal Auditor	33
Property Management / Building and Grounds	35
Capitol Building	35
Capitol Grounds	38
Senate Office Buildings	39
House Office Buildings	42
Capitol Power Plant	48

Page

Library of Congress 49
Botanic Garden 54
Supreme Court 58

APPENDIX

Projects Completed by the Architectural Division during Fiscal Year 1987 (by Building) 61
Projects Performed by the Construction Management Division, Construction Branch (Including Stonework), Fiscal Year 1987 (by Building) 65
Construction Management Division, Construction Data (by project) 67
Architect of the Capitol Appropriations, Fiscal Years 1984-1987 (including Supplementals) 75
Architect of the Capitol Summary of Appropriations and Authorized Positions, Fiscal Year 1987 76
Legislation Enacted during Fiscal Year 1987 Relating to the Work of the Architect of the Capitol 77
Map Showing Jurisdiction of the Architect of the Capitol, 1987 79

THE ANNUAL REPORT OF THE ARCHITECT OF THE CAPITOL FISCAL YEAR 1987

The Annual Report of the Architect of the Capitol was first submitted to Congress in 1804. A report was not submitted between 1947 and 1975, although the Architect, pursuant to section 105 of Public Law 454, 88th Congress, publishes a semiannual report on expenditures from moneys appropriated to his various accounts. The Annual Report of the Architect of the Capitol was reinstituted in Fiscal Year 1976; subsequent reports have been published for Fiscal Years 1977 through 1986.

OFFICE OF THE ARCHITECT OF THE CAPITOL

The first Architect of the Capitol was appointed in 1793 by the President of the United States. During the period of the original construction (1793–1829) and major growth of the Capitol (1851–1865), appointments were made to the position of Architect at such times and for such periods as the various stages of the construction work required. The Office of the Architect of the Capitol has, however, actually been continuous from 1851 to the present.

The functions of the Office have changed materially through the years in accordance with the increased activities imposed upon it by Congress, due principaily to the addition of new buildings and grounds. Originally, the duties of the Architect of the Capitol were to plan and construct the Capitol, and later, to supervise its care and maintenance.

Permanent authority for the care and maintenance of the Capitol is provided by the Act of August 15, 1876, (19 Stat. 147; 40 U.S.C. §§ 162–163). This act has been amended from time to time to provide for the care and maintenance of the additional buildings and grounds placed under the jurisdiction of the Architect of the Capitol by Congress in subsequent years. The Architect of the Capitol, acting as an agent of the Congress, is in charge of the structural and mechanical care of the Capitol Building and of making arrangements with the proper authorities for ceremonies held in the building and on the grounds; he is also charged with the care and repair of all works of art in the Capitol, under the direction of the Joint Committee on the Library. He is responsible for the care, maintenance, and improvement of the Capitol Grounds, including

273.7 acres of landscaping, parks, streets and parking, and he has responsibility for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building.

Subject to the approval of the Senate Committee on Rules and Administration as to matters of general policy, the Architect is similarly charged with the structural, mechanical, and domestic care and maintenance of the Senate Office Buildings, including the maintenance and operation of the mechanical, electrical, and electronic equipment and the Senate subways; he is also responsible for the operation of the Senate Restaurants.

Under the direction of the House Office Building Commission, the Architect is responsible for the structural, mechanical, and domestic care and maintenance of the House Office Buildings, including the maintenance and operation of mechanical, electrical, and electronic equipment. He is also charged with the care, maintenance, and operation of the Capitol Power Plant, which supplies steam for heating and chilled water for cooling the Capitol, Senate and House Office Buildings, Library of Congress Buildings, and other buildings.

Under the direction of the Joint Committee on the Library, the Architect serves as Acting Director of the United States Botanic Garden.

The Architect of the Capitol is also charged with the planning and construction of such buildings as may be committed to his care by Congress from time to time. The Architect of the Capitol by law serves as a member of the Capitol Police Board, the Capitol Guide Board, the House Page Board, the District of Columbia Zoning Commission, the Board of Directors of the Pennsylvania Avenue Development Corporation, and the Advisory Council on Historic Preservation. He is also a member of the Art Advisory Committee to the Washington Metropolitan Transit Authority, the National Capital Memorial Advisory Committee to the Secretary of Interior, and the National Institute for Conservation, and serves as Coordinator of Civil Defense for the Capitol group of buildings.

The Architect of the Capitol is assisted directly by the Assistant Architect of the Capitol, Executive Assistant, Administrative Assistant, Director of Engineering, Budget Officer, and General Counsel. The Architect has established these officers as an ad hoc Executive Committee to assist him in policy determination. These individuals head the major divisions which comprise the Central Office of the Architect of the Capitol; they are responsible for the efficient management and operation of the various programs and activities of the Architect of the Capitol. These activities include architectural and engineering design, construction management, and property

management, including such diverse concerns as art, photography, and real estate planning and development. Other areas of management such as legal, personnel, procurement, and financial analysis are centrally administered as well.

Also reporting directly to the Architect of the Capitol are the Internal Auditor; the Supervising Engineer, Capitol Building; Landscape Architect, Capitol Grounds; Superintendent, Senate Office Buildings; Superintendent, House Office Buildings; and Assistant Director, Botanic Garden. The Supervising Engineer, Library of Congress; Supervising Engineer, United States Supreme Court; and Chief Engineer, Capitol Power Plant, report to the Director of Engineering. The offices of the Superintendents are responsible for the care and maintenance (property management) of their respective buildings under the jurisdiction and supervision of the Architect of the Capitol.

Central Office Activities

The Central Office of the Architect of the Capitol is comprised of seven offices, including the Office of the Architect. The functions of these offices and the activities for Fiscal Year 1987 are described below:

Office of the Assistant Architect and Director of Architecture

The Assistant Architect collaborates with the Architect in the management and direction of the functions of the Office of the Architect of the Capitol. The Assistant Architect is the principal advisor to the Architect in matters of architectural design of new buildings and renovations and improvements to the existing buildings under the jurisdiction of the Architect.

The Assistant Architect serves as the Acting Architect of the Capitol in the absence of the Architect. The Architecture Division and the Construction Management Division are supervised by the Assistant Architect.

Architecture Division

The Architecture Division is structured to provide services for architectural and interior design, architectural historical research, structural engineering and specifications. In addition to producing drawings and specifications for a continuing series of projects devoted to the renovation, restoration, and modification of existing buildings, the Architecture Division coordinates and reviews the work of consulting associate architects engaged principally on new construction projects.

In Fiscal Year 1987, the Architecture Division finished designs for the remaining unoccupied spaces in the Hart Senate Office Building and replanned ten Senatorial suites for the use of "systems" or modular furniture. The division prepared documents for 480 projects of various sizes and complexities. Of the 480 projects, 109 were located in the United States Capitol, 9 on the Capitol Grounds, 2 at the Botanic Garden, 189 in the Senate Office Buildings, 164 in the House Office Buildings, and 4 in the Library of Congress Buildings. Typically, architectural projects include one or more of the following tasks: on-site surveys and measurements of existing conditions, program development, extensive feasibility studies, space and furniture layouts, design and selection of furniture and furnishings, color coordination, preparation of drawings and specifications, graphic design, and supervision of the final work.

During this period, designs were prepared under the direction of the interior designer for refurbishing several private offices, committee and hearing rooms in the Capitol and the Senate and House Office Buildings. Some of these projects included the design and selection of carpet and furniture. The change in the leadership in both the House and the Senate presented the opportunity to redesign several members' suites. These renovation posed some challenging interior design problems. However, the solutions to these problems resulted in the historic restoration of rooms accomplished with the assistance of the architectural historian.

In the course of the fiscal year, the architectural historian produced two major research reports and five research projects. Design documentation necessary for the accurate replication of woodwork for the West Front restoration was developed. As a result of research, four historic rooms in the Capitol, as well as two suites of rooms, were restored with appropriate paint colors, sympathetic lighting and furnishings. Classical color schemes were developed for the Cannon, Longworth and Rayburn House Office Buildings. Training tours were conducted for the Administrative Assistants Association of the House of Representatives. The architectural historian also assisted the Joint Committee on Printing with the forthcoming edition of *The Capitol: A Pictorial History of the Capitol and of the Congress*, and at the request of the Curator's Office, wrote room and building histories for public distribution.

The structural engineering work of the division includes reviewing designs and drawings prepared by the architectural and engineering staffs to determine structural adequacy or impact. The structural engineer inspects the load-bearing components on new construction projects and provides guidance for all structural modifications.

In Fiscal Year 1987, the division's structural engineer planned, designed, and detailed the security barriers at the "D" Street truck tunnel entrance to the Hart Building. In addition, on the Senate side, the reconstruction of the collapsing areaway wall adjacent to the Russell Senate Office Building terrace entrance was designed and detailed. At the Capitol Building, consultation was provided for construction problems for the West Front restoration. In addition, bid documents were prepared for the scaffolding in the Rotunda to be used for the restoration of the fresco, *The Apotheosis of George Washington*. A complete structural survey and analysis was made of 501 First Street. For the Capitol Power Plant, designs and details were prepared and inspection performed for the construction of an ash storage.

The Technical Support Section, in addition to managing the recently installed computer-aided design system, provides construction specifications and costs estimates on an agency-wide basis. Training on the CAD system, which utilizes both dual and single screen work stations, has been initiated for several personnel of the Architecture and Engineering Divisions and will be afforded to all personnel who can effectively use the CAD output. At the close of the fiscal year, schema files and database structure had been developed for all buildings under the jurisdiction of the Architect of the Capitol, except the Capitol itself.

Computerized AOC guide specifications are now available for use by AOC personnel and by associate architects and engineers under contract to the Architect of the Capitol. Computerized specifications will in the near future be required for all construction projects.

In Fiscal Year 1987 the staff of the Architectural Division continued to work in close cooperation with the Construction Management Division, Construction Branch, Engineering Department, Procurement Division, supervising engineers, building superintendents, and associate architects.

In the appendix to this report is the complete list of Architecture Division projects for Fiscal Year 1987.

Construction Management Division

The Construction Management Division is responsible for the management, inspection, and administration of major construction projects built by private contractors in areas under the jurisdiction of the Architect of the Capitol. In addition, selected projects that can be more suitably executed by in-house forces are constructed by a branch of the division. Descriptions of the functions of each of the two branches follow:

Management Branch

The overall management and "owner" control functions are provided by the Construction Management Division, Management Branch. During the design phase, the Management Branch reviews the drawings and specifications at progressive stages to eliminate ambiguities over the interpretation of the documents, thereby minimizing future contractual disputes. In those cases where construction contracts are let, bidding documents are issued to contractors.

During construction, job-site inspection and monitoring by the division ensures that the work is progressing on schedule, within the budget, and in accordance with the design documents. The branch negotiates proposals and claims, conducts progress and planning meetings, and prepares supplements and change orders. In addition, files are maintained on all submittals, including shop drawings, samples, and brochures. Payment recommendations are made for work completed, claims are reviewed, and technical assistance is provided to the Office of the General Counsel. The branch maintains its own technical specialists in several fields of construction, including estimating, scheduling, stonework, masonry, architectural specialties, structural steel inspection, plumbing, heating, ventilating, air conditioning, control work, and electrical work.

The appendix to this report contains construction data on projects for Fiscal Year 1987.

Construction Branch

The Construction Branch is the "in-house general contractor" of the Architect of the Capitol's organization. Many of its projects consist of major alteration and renovation work while some involves new construction appropriately executed by in-house forces. The branch's activities cover a broad spectrum of construction-industry categories: general conditions, site work, roofing replacements, stonework, and several types of architectural, electrical, and mechanical constructions.

The Construction Branch is organized to provide its services much as a private contractor does. Quantity surveys are performed, estimates are prepared, and materials ordered. Temporary labor is hired as needed, subcontracts are let, quality control and scheduling are maintained, and punch-list items are completed. Each project is analyzed individually to determine the optimum mix of in-house and private forces. When possible, permanent maintenance personnel, wherever employed within the Office of the Architect of the Capitol are used to reduce costs. In such cases, technical direction is given to employees who remain under the supervision of their respective superintendents.

Estimating services, including budget estimates for funding requests and detailed construction estimates, are prepared by this branch for all components within the Office of the Architect of the Capitol.

In Fiscal Year 1987 the Construction Branch continued its program to evaluate new roofing and waterproofing products and technology in order to repair and replace roofs more cost effectively. In addition, the branch performed preventive maintenance on all stonework for the buildings within the Capitol Complex. The branch is also providing assistance to the project for electrical/fire protection improvements in the Longworth House Office Building. The activities for the year have been included with the major items of the Construction Branch data and are described in the appendix.

Office of the Executive Assistant

The Executive Assistant collaborates with the Architect of the Capitol in the direction and accomplishment of the functions of the Office of the Architect of the Capitol.

The Executive Assistant is the principal advisor to the Architect for and manager of special projects conducted primarily by consultants to the Office of the Architect of the Capitol. The Executive Assistant also provides general direction for the Curator for the Office of the Architect of the Capitol, and the Art and Reference, Records Management, and Photography Divisions. The Executive Assistant is also responsible for the computerized monitoring of all maintenance and alteration projects in all areas under the jurisdiction of the Architect, in which he is assisted by the Project Scheduling and Control Officer.

The Executive Assistant serves as the Acting Architect of the Capitol in the absence of both the Architect and the Assistant Architect. He is the designated representative of the Architect to the National Institute for Conservation and performs other similar executive-level representations that may arise from time to time.

Curator

The Curator for the Office of the Architect of the Capitol, under the direction of the Executive Assistant, supervises the care and conservation of the works of art under the Architect's jurisdiction, maintains the historic records of the Architect of the Capitol, and prepares exhibitions. In addition, the Curator supervises and coordinates the activities of the Art and Reference, Records Management, and Photography Divisions.

During Fiscal Year 1987 important acquisitions to the Art Collection of the U.S. Capitol and the gift collections of the Architect of the Capitol included the following:

Busts: *Nelson Rockefeller* by John Calabro was unveiled June 1, 1987 and added to the collection of busts of Vice Presidents.

Paintings: *Martyrs in a Landscape* by Constantino Brumidi, c. 1850, was donated by Zeake Johnson in memory of Theodosia McK. Johnson. Proposed designs for the Rotunda of the Capitol, by Edward van Reuth, 1880, a large oil sketch and small watercolor, were donated by the van Reuth family.

Conservation projects included the following:

The conservation of the frieze in the Rotunda, begun last year and completed on December 9, 1986, restored the illusionistic effect of a sculpted relief. Some lost details were recovered by consulting historic photographs. A detailed report with diagrams and photographs was submitted. A display case in the Crypt was prepared to explain the project to the public.

The major project started this year was the conservation of the fresco on the canopy under the dome, painted by Constantino Brumidi in 1865. Conservation of the canopy was a high priority because of the unsightly darkened areas around the *giornate*, or joints in the sections of plaster, and because the fresco had never been cleaned. When Allyn Cox was contracted to do so in 1959, safe techniques did not exist, so he overpainted most of the figures, matching his colors to the dirty ones. Bernard Rabin and his team of assistants, with advice from Paolo and Laura Mora of Rome as well as other outside consultants, began work after scaffolding was erected in June. Cleaning tests showed that several layers of dirt as well as the overpaint could be safely removed. The most difficult areas to treat were those with loss of plaster, where Cox's overpaint was all that remained. The work was expected to take from twelve to eighteen months to complete.

At the same time, Bernard Rabin began conservation in H-144, the room where the first frescoes in the Capitol were painted by Brumidi in 1855. Two layers of oil overpaint and grime were removed from the lunettes, revealing the fresh colors and details of the fresco. The most damaged areas are the illusionistic borders around the two lunettes. The other frescoed areas will be treated in the next summer recess. Mr. Rabin also completed treatment of the floral medallions in H-209, the Office of the Speaker.

Another ambitious conservation project started this year was the cleaning of the lunettes in H-143 by the Washington Conservation Studio. The large lunettes (9 x 26 and 9 x 17 feet) were painted on stretched canvas in 1905 by H. Lyman Sayen. They were removed for cleaning and lining. Because they were so badly cracked, lining

even to several layers of cloth was not successful, so they were attached to honey-comb aluminum panels. Three of the four lunettes were conserved and re-installed this year.

The fourth wall painting project on the House side was the cleaning and stabilizing of painted scenes and decorations in H-232. Because of the problems in finding a conservator able to undertake the work, the work was contracted but will not begin until the first long recess in the next fiscal year.

Two large bronze conservation projects were funded this year. Because of delays in preparing the contract, work on the bronze stair railings by Stephen Tatti did not begin until the August recess. Therefore, one railing was conserved except for the recasting of missing parts and the other three will be cleaned next winter. The conservation of the bronze doors on the East Front will also be completed during the next fiscal year.

The annual Repair, Works of Art budget provided funds for much-needed conservation work on oil-paintings, as guided by the long-range plan. Wherever possible, several bids were compared for each project. Conservation completed this year included six portraits of Ways and Means Chairmen, one of the Eastman fort paintings, and a *View of the Capitol Grounds*, c. 1928. The Lansdowne-type portrait of George Washington attributed to Gilbert Stuart, which hangs in the Rayburn Room, was cleaned, bringing out rich colors that had been obscured by darkened varnish. Because of scheduling problems with both the conservators and Congress, several of these projects will be completed next year.

In addition, several gilded frames were conserved this year, including an ornate 19th century frame for the House Appropriations Committee and for the Secretary of the Senate. The frame for the Lansdowne-type portrait of George Washington and the frames for the portraits of Charles Carrol and Gunning Bedford were conserved and regilded by R. Wayne Reynolds.

Much time was spent planning for the conservation of the murals in the Jefferson and Adams Buildings of the Library of Congress, expected to have started in the fall of 1987, but delayed because of scheduling problems. Perry Huston and Associates conducted tests on each mural and prepared a detailed report estimating condition, needed treatment, number of workers and time needed, and costs for each area, in consultation with Construction Management, the General Counsel, and the Auditor. As part of the mural conservation project, extensive research was conducted in the construction records of the Thomas Jefferson and John Adams Buildings. Numerous items were copied from the records, including materials relating to the development and execution of the murals and decorations in both buildings. Photographs of the interiors of

the buildings were found in the Library of Congress' Prints and Photographs Division and also copied for the project. The most pertinent of these items was a collection of copyrighted photographs dating from 1897, showing the murals before dirt and overpainting marred their appearance. Other research for the project was conducted in the Edward Pearce Casey Collection at the Avery Architectural and Fine Arts Library, Columbia University and at the Archives of American Art.

Other projects this fiscal year included making recommendations on muralists to be considered for the third House corridor designed by Allyn Cox and a review of proposals submitted by three artists chosen by the Architect and the President of the U.S. Capitol Historical Society; making recommendations on artists to create busts for the pavilions planned for the Library of Congress; assisting in the display of proposals for the Judiciary Office Building; and reviewing exhibitions in the Cannon Rotunda for the Speaker of the House.

During the fiscal year, the Curator's Office was involved in the preparation and installation of an increasing number of exhibitions. Advice was given to various Congressional offices which sponsored the temporary exhibits in the Cannon Office Building. "An Artistic Discovery", sponsored by the Congressional Arts Caucus and installed in the Cannon tunnel, was composed of the winning entries in high school competitions sponsored by Representatives from 240 Congressional Districts. The Caucus staff was aided in the organization of the competition and in the hanging and labeling of the oil paintings, prints and drawings displayed.

Significant loans of works of art from the Capitol collection included *The Electoral Commission of 1877* by Cornelia Adele Fassett to the National Museum of Women in the Arts for their inaugural exhibition, "American Women Artists," from April 10–July 14, 1987; eighteen architectural drawings to the National Building Museum for "Building a National Image" exhibition at the IBM Gallery of Science in New York from May 12–July 11, 1987.

Research and the dissemination of knowledge about the Capitol took place through the following activities:

The first year of the U.S. Capitol Historical Society Fellowship was completed with productive research conducted by Thomas Somma on Paul Bartlett's House pediment, Francis V. O'Connor on murals in the Capitol and the Library of Congress, Lauretta Dimmick on Thomas Crawford's sculptures in the Capitol, and Vivien Fryd on the art program to 1865. The second year began with Bill Bushong working on Glenn Brown. Much assistance was provided to these researchers, who in turn added new information to our records and new insights into the art of the Capitol.

The U.S. Capitol Guides were assisted by the office on a number of occasions this fiscal year. The Curator's Office, along with the architectural historian, gave educational talks and tours to the guides relating to the art and architecture of the Capitol. In addition, background materials on the buildings and grounds were provided to the Guide Service.

Research projects, such as room histories and fact sheets, included: press releases for the Bartholdi Fountain, room H-144, Calder's *Mountain and Clouds*, the Hart Senate Office Building, and the conservation of the canopy fresco. Articles were written for the U.S. Capitol Historical Society *Dome*, and an article was prepared for the Architect for the *Canadian Parliamentary Review*. Assistance was given to the Joint Committee on Printing with revising entries on the Capitol for the *Congressional Directory*. In addition, assistance was given to researchers for the Ken Burns film "The Congress," and to the team conducting security and grounds planning.

In accordance with the AOC Records Retention Schedule, files of the Office of the Architect of the Capitol preserved on microfilm were appraised for archival storage, including construction records of the Library of Congress, Madison Building. Other accomplishments in the archival area included organization of the historical Capitol Extension and New Dome Files.

The Curator's Office as a whole responded to approximately 1700 calls during the fiscal year which were answered by telephone or by mail. Eight talks were given to professional groups by the staff, as well as 28 special tours requested or approved by the Architect. Professional meetings were held with the D.C. Picture Group, Federal Building Curators, Manuscript Society, historical offices, and National Gallery Archives. Staff members received training through the College Art Association, American Association of Museums, and Mid-Atlantic Regional Archives Conference.

Art and Reference Division

The Art and Reference Division provides reference services within the Curator's Office. The library and art files contain numerous primary and secondary sources concerning the Capitol and early Washington. Users include Members of Congress, schools, researchers, and the media, as well as the Library of Congress and Federal Information Centers. During the fiscal year the division provided reference assistance to Ken Burns of Florentine Films in selecting photographs for his documentary film "The Congress," and the Capitol Guides. Assistance was also provided to the Joint Committee on Printing for their publication *The Capitol*.

In preparation for the bicentennial of the Constitution, the division provided information to the Commission on the Bicentennial regarding the Capitol, signers of the Constitution, and the painting *Scene at the Signing of the Constitution* and answered hundreds of requests for information regarding the ordering of reproductions of *Scene at the Signing*. A ceremony celebrating the Bicentennial of the Constitution was held on the West Front of the Capitol September 17, 1987. The ceremony was attended by the President, the Vice President, and the cabinet.

The division averaged over 100 telephone calls a month. The AOC staff borrowed 100 books from the Library of Congress. A total of 170 researchers came to the office to conduct research.

Records Management Division

The records management program falls into four main areas of activity: the maintenance, microfilming, preservation, and disposition of records. The emphasis in Fiscal Year 1987 has been the microfilming of approximately 3800 architectural and engineering drawings in the records of the Architect of the Capitol. The microfilm aperture cards of the drawings are used by staff and researchers to preserve the original drawings.

The Records Management Division is responsible for cataloging and distributing prints produced by the Photography Division and for managing the slide collection. In the fiscal year, 1700 packages of prints were distributed and 2 slides were cataloged and added to the collection.

Additional projects this fiscal year included: the establishment of uniform building identification codes for all buildings under the jurisdiction of the Architect of the Capitol; the creation of a procedures manual for the Records Management Division; the testing of a database using DBASE III Plus software to index the aperture cards of architectural drawings; creation of an introductory brochure describing the purpose and duties of the Records Management Division (which will be sent to all divisions in the ensuing year). The improvement of the archival storage area in the Rayburn Garage will continue to be a priority in the coming year. Additionally, assistance was given to the Photography Division in photographing the Minton tile and the art of the Capitol. The division aided the Executive Assistant in coordinating and preparing displays and models for meetings and hearings pertaining to the Judiciary Office Building.

Photography Division

The Architect's photographers take, process, and print photographs of special events and of office projects, including construc-

tion work. They maintain photo negative and print files for historical purposes.

This three-person division supplies all still photographic services requested by the Architect's staff. Original photography on location or in the studio, black and white negative development, original 35mm color slides and slide duplicates, color transparencies, and copy negatives are all routinely produced. Mounting, matting, and other finishing procedures are performed as needed. A loan service of negatives through the Library of Congress and outside photographic laboratories makes available to the public and other government agencies photographs for research, publication, and display. Assistance is given to special Congressional Committees in providing photographs.

During Fiscal Year 1987, approximately 10,100 8 x 10 inch color and black and white prints were produced, 1,678 negatives and transparencies were added to the files, and 5,000 prints were furnished from files or printed to order. Large display prints, slides, and copy negatives were also made in great quantities. An itemized production schedule is on file in the Office of the Architect.

Major projects during Fiscal Year 1987 included the documentation of the final phases of the West Front of the Capitol and biweekly progress photographs of the restoration and renovation of the Library of Congress Thomas Jefferson and John Adams Buildings. Other progress photographs were made of the completed assembly and installation of the Calder mobile and stabile in the Hart Senate Office Building, and the renovation of the Immigration Building.

There were several additional projects of note during the fiscal year including the videotaping of developers' plans and oral presentations for the competition for the Judiciary Office Building. In addition to this project, the division made a photographic study of the Minton tile on the first, second and third floor hallways of the Senate wing of the Capitol. The study was done to survey broken and worn tiles that need replacement. Prints from the survey were cut and pieced together to provide a scale photograph of each completed floor. One of the most challenging projects for the division was the documentation of the conservation of Constantino Brumidi's *Apotheosis of George Washington* in the eye of the Dome. The division made still photographs and video tapes of the construction of the 150 foot high scaffold for the project. Before completion of the scaffold, photographs were made from the 112 foot level to show the condition of the canopy before cleaning.

Ceremonies photographed during the fiscal year included the State of the Union Address, the Bicentennial of the Constitution celebration, the First Lady's Luncheon, and the Days of Remem-

brance Service in the Rotunda. Additional ceremonies included the dedications of Alexander Calder's *Mountains and Clouds*, the Hart Senate Office Building, and the bust of former Vice President Nelson Rockefeller.

New equipment acquired during the fiscal year included video editing and duplication equipment, and a camcorder-video camera.

Office of the Administrative Assistant

The Administrative Assistant is responsible to the Architect of the Capitol for the direction, management, and operation of the personnel, accounting, data processing, procurement, office services divisions and flag office, and the general business affairs of the Office of the Architect of the Capitol. He also serves as the liaison for the Architect with the Director of Food Service and Regional General Manager on matters concerning the Senate and House Restaurants, respectively.

Accounting Division

The Accounting Division renders accounting advice and formulates financial policy for approval of the Administrative Assistant and the Architect of the Capitol. The division designs, develops, establishes, operates, and maintains the accounting, payroll, and inventory systems. These functions are performed by the Accounting Branch and the Payroll Branch under the direction of the Accounting Officer.

Accounting Branch

During Fiscal Year 1987, twenty-eight current annual and no year appropriations and thirty prior year appropriations were administered. Architect of the Capitol funds amounting to $113,608,834.24 were processed by the Accounting Branch for disbursement by the Washington Regional Disbursing Center, the Disbursing Officer of the Library of Congress, and the Marshal, United States Supreme Court.

A total of 9,970 obligating documents were processed during the year. These included 9,419 Architect of the Capitol purchase orders, 352 United States Botanic Garden purchase orders, and 72 contracts. In addition, the Accounting Branch processed supplemental agreements and contract change orders (e.g., for construction, personnel service, and supply contracts) which are not reflected in these workload statistics.

Rental and sales vouchers were prepared and collections were made for steam furnished to the Government Printing Office, City Post Office, Folger Shakespeare Library, United States Supreme Court, and Union Station. Vouchers were prepared and collections

made for chilled water furnished to the Folger Library and the United States Supreme Court. A total of $2,025,178.52 was collected for the sale of steam and chilled water, $1,862,232.85 for steam and $162,945.67 for chilled water.

Rental and sales vouchers were also prepared and collections made from the Monocle Restaurant for rental of property. Gasoline repayment vouchers were prepared for and collections made from authorized users. Collections of $39,000 were made from these rental and sales accounts.

The Accounting Branch is responsible for the preparation of a varied number of reports, including:

Monthly financial statement for current year appropriations (thirty)
Travel Data Report (quarterly)
Six-month expenditure reports
Monthly statements of transactions
Monthly contingent expenses and miscellaneous improvement reports
Year-end closing statement (Form 2108)
Various reports required by the U.S. Treasury and other agencies on a recurring or payroll functions

Payroll Branch

The Payroll Branch is responsible for the processing of payrolls for weekly, bi-weekly, and semi-monthly employees whose pay is based on statutory rates, GS schedules, wageboard procedures, or administrative rates. During the fiscal year pay records were maintained for approximately 2,188 permanent, temporary, and patronage employees. Three separate groups of employees are paid on a bi-weekly basis, necessitating the preparation of 81 distinct bi-weekly payrolls during the fiscal year. An average of 1,987 employees were covered by these bi-weekly pay systems during Fiscal Year 1987, representing $54,270,577.67 in gross earnings. In addition, an average of 45 employees, with earnings of $638,937.01, were paid on a semi-monthly basis. Finally, the weekly earnings of 156 employees throughout the year resulted in gross earnings of $5,246,705.24.

To prepare these payrolls, the Payroll Branch maintains a system for recording hours worked by employees; maintains schedules of salaries, hourly rates, premium pay, overtime, health benefits, payroll deductions; and directs the computation of pay checks for all employees of the Architect of the Capitol and the United States Botanic Garden. The Payroll Branch is also responsible for the computation of terminal leave payments for separating employ-

ees, and for maintaining retirement deduction records for employees of the Architect.

Data Processing Division

The Data Processing Division provides a central resource for computer services and information management. The key responsibilities of the division are divided into four major functional areas:

Operations. The Architect's computer system is in operation on a daily basis for the benefit of users throughout the Architect's office. Users gain access to the computer largely by means of remote terminals located at various users' work sites. In addition to information visually displayed on these terminals, printouts of large reports and other information are run at the central computer facility and made available to users as a service of the computer operations activity.

Systems Software. This function involves the internal logic and reports used to control and direct the operation of the computer itself. Systems software is generally developed by the computer vendor and includes programs for the allocation of memory, structuring of data files, scheduling computer runs on the central processing unit, assigning priorities to completed jobs waiting to be run on the printer, and related aspects of managing the resources of the computer facility.

Applications Software. This function has the greatest visibility from the users' standpoint because it covers the computer programs and systems needed to process information and provide reports to users. Applications software programs may be developed internally by staff of the Data Processing Division and/or the user organization or may be supplied from external sources.

Systems Analysis. This function provides the analytic support needed to develop new programs or substantially modify existing programs. Its primary focus is to help define the users' data processing requirements, and translate them into a series of steps (a "model") to serve as the basis for the detailed computer program that will satisfy the users' needs.

Major activities conducted in support of these functions include the maintenance of all existing computer programs (both systems software and applications software) as well as the development of new programs and/or major enhancements of existing software packages.

A top priority of the division is the maintenance, support and production processing of the payroll system, producing seven groups of paychecks on a weekly, bi-weekly, or semi-monthly basis to nine categories of employees. The division also assists with accounting, equipment and supply inventory, shop drawings, punch-

list and occupancy tracking, work request scheduling, space information, personnel, records management, and many development projects. The maintenance of the complex systems software that manages text manipulations, on-line edits, terminal transactions, and internal control of the operating system is another important duty. The operation of the computer hardware and software requires a sustained maintenance effort to support the processing work flow while at the same time assisting in the development and acquisition of new applications programs for the operating divisions of the Architect's Office. A detailed listing of the activities of the four major functional areas is on file in the Office of the Architect of the Capitol.

Flag Office

The Flag Office is responsible for all requests to the Architect of the Capitol from Members of the United States Senate and House of Representatives to have special flags flown over the Capitol for their constituents and for special presentations to various groups, organizations, schools, etc. In recent years, there has been a sharp increase in the number of flag requests processed by the Flag Office. In years past, the volume of flag orders remained relatively stable at approximately 35,000 flags annually, except during the 1976 Bicentennial Year when 62,860 flags were flown. By the start of the current decade, however, the number of flag requests had risen to over 60,000 per annum. Keeping pace with this rising trend, a record number, totaling 106,984 flags were flown during the Fiscal Year 1987. In addition to coordinating the entire program, this office prepares commemorative certificates for Members to present to flag recipients and furnishes background information to answer questions by telephone or correspondence from Members, their constituents, news media and other interested parties.

This office also distributes flags that have flown on the flag poles located over the east and west central fronts of the Capitol. These flags are flown continuously 24 hours a day and are not replaced until they become worn and unfit for further official use. These historic flags are available to Members of the United States Senate and the House of Representatives for presentation to constituents.

Office Services Division

This division serves the entire Architect's Office by performing a variety of support functions, such as mail distribution, in-house printing and reproduction services, furnishing office supplies to the central staff, and maintaining official files of architectural and engineering drawings of buildings under the Architect's jurisdiction.

Specific activities for which the division is responsible include regularly scheduled messenger service on a daily basis for operating units of the Architect's Office located throughout the Capitol Complex; reproducing monthly accounting statements, the annual budget justifications, contract bidding documents, and correspondence or reports distributed to Architect staff members; meeting the Architecture Division's requirements for working drawings; and mailing purchase orders and other official communications issued by the office.

In addition to its varied operations of a routine nature, the division assists on special projects that arise during the year.

Personnel Division

The Personnel Division develops personnel management policy for approval of the Administrative Assistant and the Architect of the Capitol and implements established policy. The division plans, conducts, evaluates, and improves programs of recruitment, employee-management relations, employee training and personnel records and reports. The Personnel Office staff provides counsel to management and employees on personnel matters, evaluates recommended employee and position and pay actions for conformance with law and Architect of the Capitol policy, and effects appropriate actions. The division processes and maintains records of personnel actions, including appointments, promotions, pay changes, training, separations, retirements, employee benefits, and similar actions. Significant activities of the Fiscal Year 1987 are summarized in the accompanying table and are described briefly in the following paragraphs.

The division provided comprehensive information to all employees to afford them an understanding of the new Federal Employee Retirement System (FERS) and the Thrift Savings Plan (TSP) in conjunction with the FERS Open Season. The division distributed both Office of Personnel Management (OPM) and internally developed printed information; provided oral instruction, advice and guidance; and made available computer generated analyses to assist employees in making their decision to convert to FERS or to stay under the Civil Service Retirement System. The office prepared and processed 1,700 FERS election forms.

The Federal Employees Group Health Benefits Program annual open season was conducted between November and December 1987. The personnel staff scheduled and met with employees on both an individual and group basis to answer their questions and assist them in comparing features of the various plans. Approximately 500 health benefit elections and changes were processed for agency employees.

In addition, the division assumed total responsibility for the personnel management program of the Senate Restaurants. A full-time personnel management specialist was employed to be responsible for performing operational and staff assignments for the restaurants. This involved the accession of restaurant personnel to the Position Control and Personnel Data System (PC & PDS); the completion of two position classification surveys which furnished management with information and recommendations on waiter positions and positions located in the Senate restaurants' Administrative Division, thus completing the audit of 25% of all permanent jobs; and the establishment of positive contacts with supervisors, subordinate employees through active provision of employment, position review, benefits, and employee relations personnel services.

This fiscal year the division issued photo identification badges to all employees of the Architect of the Capitol; U.S. Botanic Garden; Senate Restaurants; Congressional Research Service of the Library of Congress; Service America Corporation; and contract employees of this agency at the beginning of the 100th Congress. This project resulted in the initial issuance and ongoing administration of approximately 4,000 photo identification badges. The computerization of the statistical information maintained on each person issued a photo identification badge has greatly facilitated the ability to monitor lost badges, maintain a large amount of data efficiently, and identify badge holders quickly.

The division also improved the provision of employee assistance and counseling services by extending outreach to employees and assisting them in overcoming substance abuse and other personal problems. The staff involvement during Fiscal Year 1987 was more active than in previous years, enabling several managers and employees to obtain assistance in dealing with and correcting problems addressed by the Employee Assistance Program.

In addition, this fiscal year the division received and closed the federal personnel records of the U.S. House of Representatives Restaurant System employees. This project included the provision of benefits information to affected employees; the provision of assistance in the completion of the forms required to obtain refunds of retirement contributions; and researching data required by the District of Columbia Department of Employment Services when former employees of the House Restaurants filed for benefits.

Number of Personnel Actions Processed: Fiscal Year 1987

Nature of action	Architect's office	Botanic Garden
Appointments	692	28
Promotions	212	2
Transfers	437	0
In-Grade Step Increases	596	10
Other Pay Changes	2,554	52
Separations	625	39
Miscellaneous	1,340	10

Procurement Division

The Procurement Division, comprised of the Purchasing Branch and the Contract Branch, is charged with the preparation and/or review of all contracts issued by the Architect of the Capitol (e.g., for construction, construction materials and supplies, services of a maintenance, professional or consultative nature) and of all requests to purchase equipment and supplies necessary for general maintenance and upkeep of buildings and ground comprising the Capitol Complex. Upon receiving a request from a proper authority, the division prepares and processes official obligating documents in accordance with established office policies and procedures governing such areas as competitive bidding, negotiated price contract, and open market purchases, under applicable provisions of law.

Purchasing Branch

The Purchasing Branch is primarily responsible for procurement by open market purchasing in amounts not exceeding the statutory purchase limitations, as well as acquisition of items from authorized General Services Administration Federal Supply Schedules and items directly from the GSA by utilizing the Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) system. Major categories of procurement are supplies, materials, and equipment needed to maintain, operate, remodel, and restore the various buildings under the jurisdiction of the Architect of the Capitol.

In connection with placing orders, quotations for prices are solicited by mail or telephone when deemed necessary prior to the procurement of materials and supplies requisitioned by the operating units of the office. All necessary follow-up or back-up information for solving shipping, delivery, quality, or invoicing problems is provided by the Purchasing Branch, as are correspondence and/or amendments necessary for the satisfactory completion of purchased transactions. Ancillary duties and responsibilities of a general

nature that are performed by the Purchasing Branch are as follows:

Maintaining the inventory of the Architect of the Capitol Central Office equipment and records on rental equipment and maintenance contracts on purchased equipment. Keeping abreast of the latest technological developments in office machines and equipment, including cost, application to office needs and space requirements, and supplying information to users concerning availability of equipment and furnishings, with recommendations based on past experience with performance and suitability to special needs. Maintaining an inventory of purchased and rental vehicles assigned to various departments and making recommendations for the acquisition or disposal of vehicles, as conditions warrant. Processing license tag renewals and tag and title applications for new vehicles. Furnishing budget estimates and justifications on projected cost of maintaining, renting, or purchasing Central Office Equipment. Disposing of equipment that is no longer of use to the Government by transfer to the Surplus Property Outlet of the General Services Administration and acquiring needed items from GSA that can be transferred as surplus property to the Office without charge to our appropriations. Preparing requisitions and orders to the Public Printer for such items as printed forms, stationery, envelopes, publications and other items normally obtained from the Government Printing Office (GPO) which are utilized by various units of the Office of the Architect of the Capitol. Placing work orders for supplies of fuel, steam, and chilled water for House Office Building Annex No. 2.

In transaction of business during Fiscal Year 1987, the Purchasing Branch issued the following purchase orders in the categories indicated:

Category	Number of purchase orders	Estimated dollar amount
Routine Purchase orders issued for all appropriations	9,024	$13,344,437.04
Orders placed with the General Services Administration	134	96,824.25
Procurements for the Botanic Garden	351	180,484.59
Total	9,509	$13,621,745.67

Contract Branch

The Contract Branch is primarily responsible for the procurement of maintenance services, and construction work through the media of formal, advertised Invitations for Bids and, to a lesser extent, negotiated proposals as allowed in certain instances by applicable provisions of law or by nature of appropriation.

During Fiscal Year 1987, contractual obligations incurred by the Office of the Architect of the Capitol totalled $15,621,245.05, a significant decrease from reported expenditures of $23,694,091.76 in Fiscal Year 1986. To render the comparison equitable, the amount of $2,189,736.02 must be added to the Fiscal Year 1987 amount, representing the net increase for additional work, under various contracts, formally authorized by the Architect through change orders; a total of 60 such formal changes were prepared by the Contract Branch for the Architect's approval during the fiscal year.

Specific data on each of the contractual activities for which the Contract Branch was responsible during Fiscal Year 1987 are on file in the Central Office of the Architect.

Senate Restaurants

The administration and operation of the United States Senate Restaurants are provided by the Director of Food Services and his assistants, under the direction of the Architect of the Capitol. The Senate Restaurants Office provides administrative support for operations including accounting, personnel, and purchasing functions. This office directly manages the operation of the Capitol's four dining rooms, snack bar, and newsstand; the Senate Office Buildings' two cafeterias, Senators' dining room, carry outs, speed line and newsstands; and the catering for special functions in the Capitol and Senate Office Buildings.

Fiscal Year 1987 was a difficult year for the Senate Restaurants. Extensive renovations to the Dirksen main kitchen required the production crew to work under very difficult circumstances for most of the year. The hot food production area was closed for the August recess period. These renovations were one phase of a long-term project to be completed at a later date. The project includes a new roasting section, a new pot washing section and a specialty or demonstration kitchen open to the North Servery. The Capitol Snack Bar closed for remodeling at the beginning of the August recess and did not reopen until October 1987. A temporary, limited menu service was set up in a room adjoining the Snack Bar.

This year was also difficult financially. The loss of the use of Hart Buildings ninth floor room SR-325 to the business of the Senate for most of the fiscal year resulted in a loss of $500,000 of

special function sales. In addition, the new federal employees retirement program added $135,000 to the cost of operation. Neither circumstance was predicted at the beginning of the fiscal year. The year ended with a substantial loss; however, the two previous fiscal years' record profits offset the 1987 loss.

The Senate Restaurants improved the quality of seafood and vegetables by switching from frozen products to fresh products. The North Servery and Capitol Dining Room also added items of good nutrition with the addition of low calorie, low cholesterol and low salt foods.

The Senate Restaurants continued to provide service to official visitors to the U.S. Senate. In Fiscal Year 1987 services were provided for the President of Zaire, the President of Kenya, the Prime Minister of France, the Prime Minister of Japan, the President of Guatemala, the Chancellor of Austria, the Prime Minister of Belgium, the President of Costa Rica, the Prime Minister of Britain, the Prime Minister of Sweden and the Dalai Lama of Tibet.

House Restaurants

On January 3, 1987, at the direction of the Committee on House Administration, the Architect of the Capitol awarded a contract to Service America Corporation to commence contractual operation of the House Restaurant System. Since this function is now a contractual one, it is not felt that a report regarding the House Restaurant System operation is appropriate for further inclusion in this publication.

Office of the Director of Engineering

The Director of Engineering advises the Architect of the Capitol regarding engineering planning, design, and maintenance, including modifications and new work to be performed under contract. The director coordinates and manages projects having implications across organizational lines. The Office of the Director of Engineering designs, implements, and controls preventive maintenance programs and procedures relating to engineering structures and equipment.

The Chief Engineer, Capitol Power Plant; Supervising Engineer, Library of Congress; and Supervising Engineer, United States Supreme Court, report to the Director of Engineering. Their duties and Fiscal Year 1987 activities are described in this report under their respective buildings.

The Director of Engineering is responsible for the operation of a number of engineering divisions within the Central Office of the Architect of the Capitol, including air conditioning engineering,

electrical engineering, elevator engineering, general engineering, fire and safety engineering, and electronics engineering.

Air Conditioning Engineering Division

The Air Conditioning Engineering Division is responsible for planning and managing design and providing technical supervision over installation, replacement, modification, maintenance, and inspection of refrigeration and air conditioning systems throughout the Capitol Complex. This division also plans and manages the design, installation, and evaluation of energy conservation measures for heating and air conditioning systems, including monitoring of the chilled water and steam supplied to the various buildings under the jurisdiction of the Architect of the Capitol. Chilled water is also supplied to the Folger Library and steam to the Government Printing Office, Washington City Post Office, Union Station, and the Folger Library.

To assist the various maintenance and operating engineers in the buildings, the Air Conditioning Engineering Division prepares plans and specifications for additions and improvements to all systems and for supplies and materials purchased in substantial quantities or of a unique nature. Bids are taken and reviewed and inspections are made of all materials, equipment, construction, and workmanship in connection with repairs, alteration, and improvements made in the various buildings under the Office of the Architect of the Capitol.

The division designs various heating, ventilating, air conditioning and refrigeration systems and coordinates these designs closely with the architectural staff in their development of existing and/or additional spaces under the jurisdiction of the Architect of the Capitol. Feasibility studies as well as cost estimates and working drawings of proposed renovations are prepared and submitted to the Director of Engineering. Recommendations for the purchase of equipment for the aforementioned as well as installation of the same are closely coordinated with the Construction Branch of the Construction Management Division, the Building Superintendents' Offices, or the Building Supervising Engineers Office, as applicable.

Progress on major modification and renovation projects during Fiscal Year 1987 continued as follows:

HOUSE OFFICE BUILDINGS

In Fiscal Year 1987, all air handling unit reconstruction has been completed as part of the project to replace the air conditioning system in the Longworth House Office Building. Installation of replacement air grilles is being performed during office refurbishing. Review of the design

documents prepared by the associate engineers for the project to install additional air conditioning to the fifth floor of the Cannon House Office Building is complete and preparation of final construction drawings is finished. Construction for these two wings is underway. Preparation of final construction documents for the remaining two wings of the building is approximately 90% complete.

LIBRARY OF CONGRESS

The division continues to provide assistance and coordination for the renovation and restoration of the Thomas Jefferson and John Adams Buildings. Review of design documents prepared by the associate architects and engineers for the project is complete and review of construction documents submitted by the contractors is on-going.

SENATE OFFICE BUILDINGS

The design of three units is complete for the project for the replacement of sections of the air conditioning system in the Russell Senate Office Building. Procurement of construction materials for one unit is complete and procurement of construction materials for the other two units is underway. Review of the final construction documents prepared by the Associate Architects and Engineers for the project to renovate the Immigration Building for the United States Capitol Police has been completed. The review of construction documents submitted by the contractor and construction inspection and coordination continues. The asbestos abatement work for the projects to replace committee room and miscellaneous air conditioning units in the Dirksen Senate Office Building has been started and is approximately 50% complete in the subbasement. Design for the replacement air conditioning units which serve the auditorium is complete.

The Air Conditioning Engineering Division continues to coordinate the Program for Energy Conservation (P.E.C.) for the Capitol Complex. The purpose of this program is to investigate and catalog all energy-using equipment associated with normal building operation and to develop an organized system of automatic and manual control to reduce the energy used by this equipment while still serving the fundamental needs for which it is intended. A complete list of projects, including a P.E.C. update, is on file in the Central Office of the Architect of the Capitol..

Electrical Engineering Division

The Electrical Engineering Division is responsible for planning and managing design; providing technical supervision over the installation, modification, inspection, maintenance, and repair of electrical systems throughout the Capitol Complex, including the lighting for the Capitol Grounds, power distribution systems (substations), components and assemblies and operators related to sound reinforcement systems, the electronically operated clock and legislative call system, and birdproofing systems.

The division is involved in the design of miscellaneous in-house construction projects, the numerous supporting functions that relate to other electrical groups such as the Construction Management Division, individual building electrical shops, and other engineering disciplines under the jurisdiction of the Director of Engineering, and design review with architects/engineers engaged by the Architect of the Capitol for major construction projects.

During Fiscal Year 1987, the division was involved with over 109 in-house construction projects. Additional projects included assisting with the preparation of the permanent television lighting for the Senate Chamber; surveying electrical transformers containing polychlorinated biphenyls (PCB's) and making plans for replacement; and monitoring computer power disturbances. The division designed special lighting fixtures and a dimming system for the Hart Senate Office Building Central Hearing Facility and provided assistance to the Library of Congress Renovation and Restoration project.

The Electrical Power Branch performed the combined maintenance and required operation of all incoming electrical systems and equipment from the utility point of termination up to and including the building main secondary service switchgear. This included work on the Capitol Grounds, a large part of the street lighting, the 15 KV incoming switch gear, all 15 KV cable, network transformers, and associated load carrying business. In addition to the cleaning, maintenance, repair and replacement of the grounds lighting system, and the continual preventive maintenance on electrical transformers, switchgear, and its associated control battery banks, the Electrical Power Section also provided labor to install other projects as assigned.

This group also answers calls from numerous outside groups for assistance in providing electrical power needed in the performance of their respective activities.

Elevator Engineering

The Elevator Engineering Division performs engineering, planning, and management of the installation, modification, and maintenance of elevators, dumbwaiters, escalators, subway cars, kitchen conveyors, and related machinery throughout the Capitol Complex. This division is responsible for providing technical control and supervision over a work force of approximately 50 mechanics working in the various buildings under the Architect of the Capitol; it establishes in conjunction with the Director of Engineering a computerized preventive maintenance program for use by operating units and monitors the activities performed under the program; and it oversees the periodic testing, inspection, and recabling of over 200 units of elevator equipment in all buildings.

The division's main effort of concentration during Fiscal Year 1987 was the in-house work associated with the renovation and restoration of Elevators No. 1 and No. 2 in the Thomas Jefferson Building, Contract No. ACcong-84034. The objective of this project was to reproduce these two elevators as precisely as possible to the original 1892 cab and entrance configurations within the confines of the modern elevator code. The two elevators were originally installed by the Stokes and Parrish Elevator Company of Philadelphia, Pennsylvania in 1892, and were modernized by the Otis Elevator Company in 1925 and again by A.B. See Elevator Company in 1936.

The demolition and removal of the existing 1936 elevator equipment on Car No. 1 had been performed in Fiscal Years 1984–1985 by the cable and test crew with the assistance of the Library of Congress elevator shop. This equipment removal was required prior to field installation activities by the elevator contractor. The contractor commenced field work on Car No. 1 at the end of the fiscal year with completion anticipated for November 1987.

In Fiscal Year 1987, the division continued the two-year program in the Capitol Building to provide fire service modifications to all elevators. Fire service specifications were generated and a contract was awarded for the remaining nine cars in the building. Field implementation commenced in the fiscal year with a completion date anticipated sometime in Fiscal Year 1987.

In addition to the continuing preventive maintenance program in the various buildings, all elevators were subjected to periodic inspection and test procedures by the Central Elevator Inspection and Test Crew. This crew also performed major repairs and recabling of all units. The crew was responsible for the regular maintenance of the elevators in the Capitol Power Plant, automatic doors

in the Senate Garage, and the carillon motors and console in the Taft Memorial.

Each elevator shop followed a computerized preventive maintenance program for elevators, escalators and other assigned equipment, consisting of weekly examinations of all relays, control equipment, generators, hoist motors, gears, bearings, selectors, signal systems, governors, and all other safety devices. Worn or damaged parts were replaced during the routine examinations, and adjustments were made when necessary to obtain the best possible performance of the equipment.

General Engineering Division

The General Engineering Division serves in a general advisory capacity to the Director of Engineering and is responsible for providing technical expertise in the accomplishment of a broad range of projects including matters of design, construction, operation, and maintenance of the application of mechanical, electronic, and electrical engineering principles, methods, and techniques.

In the fiscal year the division monitored and coordinated construction of the new ash silo for the Capitol Power Plant, and participated in the final design development for the extension of the U.S. Capitol steam and chilled water system to Union Station, the Police Building, and the site of the future Judiciary Office Building. In addition, the division monitored the construction of the Navy Yard Metro Station to preserve existing utility lines that are owned by Congress and serve the Capitol grounds.

The division continued its administration of the Congressional Speech Reinforcement and Legislative Clock Systems. The division also participated in the efforts to strengthen security on Capitol Hill. This included preparing purchase documents, supervising equipment installation, and assisting in the implementation and development of security design concepts.

Electronics Engineering Division

The Electronics Engineering Division plans, schedules, directs, and coordinates work relating to designing, installing, maintaining, repairing, adjusting, calibrating, and operating closed-circuit television, intrusion detection, x-ray inspection, and metal detection security systems.

This division, formed under Director of Engineering in October 1974, is responsible for the maintenance and repair of the electronic and computer controlled security systems installed throughout the Capitol Complex under the authority of House Concurrent Resolution 550, 92nd Congress, as amended.

The duties of the division also include all security systems in the Capitol Complex, the installation and maintenance of the cable TV and data distribution system, the electronic HVAC, security, fire, life safety, and book conveyor control systems in the James Madison Memorial Building and the Hart Senate Office Building, and the electronic controls for the energy management and conservation system.

During Fiscal 1987, the division continued its review of the installation of security and cable distribution systems in the building. In addition, work proceeded on the installation of a television facility for the United States Senate. This project required staff to process over 110 procurement documents with a cost exceeding $1,400,000. Trial coverage of the Senate proceedings began in March, 1986, with the Senate voting for permanent coverage July 29, 1986.

The project to improve existing security systems begun in the past fiscal year was a major emphasis this year. This $1,900,000 project will provide a new video switching system by allowing up to 300 video cameras to be controlled by one to twelve operators.

During Fiscal Year 1987, more than 525 purchase requisitions and other procurement documents were submitted by this division, accounting for more than $900,000. This total reflected more than 1800 purchase line items that served to replenish the $500,000 inventory and also satisfied more than 4,200 stock requests.

Fire Protection and Safety Engineering Division

This division is responsible for a variety of duties with respect to the fire and life safety needs of the occupants of the buildings under the jurisdiction of the Architect of the Capitol. Duties of the head of the division include development of plans and specifications for fire protection systems in new and existing buildings, collaboration in the preparation of technical specifications for the procurement and installation of new equipment or repair and upgrading of existing equipment; collaboration with the supervising engineers and building superintendents in solving fire related problems and serving as the principal liaison with other fire protection agencies.

In Fiscal Year 1987, during the asbestos abatement operations, the division monitored the contamination levels of the air through the use of air sampling pumps and phase-contrast microscopic analysis. This monitoring increased from the previous year because of the renovation work being conducted in the Library of Congress and the Longworth House Office Building.

In addition, this fiscal year design documents for the renovation of the Immigration Building for the United Stated Capitol Police

Headquarters were reviewed and corrected as necessary. The division also designed, modified, and installed special hazard fire suppression systems in several buildings and garages on the Capitol grounds.

Several fire protection projects have been completed or have progressed significantly. One of the largest, the project to install sprinkler systems in the bookstacks of the Library of Congress, was completed and made operational in the John Adams Building with the removal and replacement of improved on/off type sprinkler heads. The bookstacks in the Thomas Jefferson and John Adams Buildings are now fully protected with automatic sprinkler systems.

Design is nearing completion on the modifications and improvements to the fire protection systems for the Rare Book collection areas. The systems will include smoke detection, Halon 1301 fire suppression, and preaction sprinkler systems. Work will begin and be substantially completed in the next fiscal year.

An additional project involves the design and installation of automatic sprinkler systems and fire alarm equipment in the Longworth House Office Building under the electrical and fire protection improvements project. Design is complete for the sprinkler risers, the corridor sprinkler piping, and the sub-basement fire detection and alarm system equipment. Design work continues for individual officers and committee rooms.

Office of the Budget Officer

The Budget Officer is responsible for the overall formulation, preparation, presentation, justification and execution of the Architect's budget. In addition, the Budget Officer provides advice and assistance on budgetary and financial matters to the Architect of the Capitol and to top management officials.

The Budget Officer prepares the annual budgets for the Architect of the Capitol, for the United States Botanic Garden, and for the structural and mechanical care of the Library of Congress Buildings and the United States Supreme Court Building and Grounds. The budgets are submitted to the Office of Management and Budget (OMB) for inclusion in the total federal budget requests. Additionally, narrative detailed justifications for annual and supplemental appropriations are prepared for presentation before congressional committees. The Budget Officer prepares and administers the financial plan for allocation and expenditure of funds and provides advice to the Architect on reprogramming requests. The Budget Officer also tracks legislation affecting activities under the Architect of the Capitol and acts as the Architect's liaison with the staffs of the Appropriations Committees. The annual appropriation items administered by the Architect of the

Capitol are primarily for the structural, mechanical, and domestic care, including maintenance and operation of equipment, and for heat, light, power, and air conditioning for the buildings and facilities under the jurisdiction of the Architect. Budget requests are for items deemed necessary to render proper service to the Congress and to properly maintain the buildings and equipment of the legislative establishment.

To carry out these responsibilities for Fiscal Year 1987, appropriations totaling $108,631,000 and positions totaling 2,103 were provided under the Architect of the Capitol for all items carried under the heading "Architect of the Capitol", for joint House and Senate items, for care of the United States Botanic Garden, and for the structural and mechanical care of the Library of Congress Buildings, and the United States Supreme Court Building and Grounds.

The aforementioned activities and processes are accomplished through what is normally termed the "budget cycle."

The annual budget cycle for 1987 began in July 1985 when a budget call was issued to building superintendents, chief engineers, and other operating officials along with instructions and general observations concerning budget preparation. Budget requests were received in September 1985 and the Budget Officer began an internal budget review. Preliminary recommendations were developed by the Budget Officer and reviewed with the Assistant Architect, the Director of Engineering, the Administrative Assistant, and other staff. Following this review, final recommendations were submitted to the Architect for his consideration and approval.

Based on the Architect's decisions on the budget, the formal budget documents were prepared and forwarded to OMB in November 1985 for inclusion in the President's budget transmittal to Congress. Thereafter, detailed justifications were prepared and forwarded to the House and Senate Appropriations Committees in December 1985. During this time the Budget Officer prepared background materials in support of the justifications.

The Appropriations Committees began their mark-up in mid-1986. During this time the Budget Officer provided advice to the Committees on the effects of proposed actions. Following full Committee action on the budget, a bill was prepared and sent to the floor of the House for action. The bill, H.R. 5203, was reported by the House Committee on Appropriations July 17, 1986. It was brought to the floor and passed by the House on July 29, 1986.

The Senate Appropriations Committee subsequently introduced its report on August 7, 1986, and the bill was passed by the Senate on August 13, 1986. The Conference Report issued did not advance in the legislative process. Appropriations for the Architect of the

Capitol were eventually enacted in the continuing resolution, Public Law 99-151. Sec. 101 (j), which referenced the conference report. The continuing resolution was signed into law October 30, 1986.

The Budget Officer monitored the progress of the bill through final passage and provided support as necessary. When the President signed the Appropriations Act the Budget Officer prepared appropriations mark-up sheets and transmitted them to top management, building superintendents, and the Accounting and Procurement Divisions.

The Congress passed the Supplemental Appropriations Act, 1987, during the summer of 1987. On July 11, 1987, the President signed the bill, making H.R. 1827 Public Law 100-71 (100 Stat. 391). Appropriations totaling $2,657,000 were approved in P.L. 100-71 for the Fiscal Year 1987 Pay Supplementals. This concluded Congressional action on the Fiscal Year 1987 appropriation. During Fiscal Year 1986, five appropriation hearings on the Fiscal Year 1987 budget were held.

Office of the General Counsel

The Office of the General Counsel provides legal advice and a variety of services within the Office of the Architect of the Capitol concerning all functions of the agency. From the standpoint of the Office of the General Counsel, these functions may be divided into three broad areas or categories: internal administrative functions, activities made the responsibility of the Architect by law, and litigation activities. Additionally, the General Counsel represents the Architect of the Capitol in Congressional and administrative hearings and other legal proceedings, where appropriate, or when necessary, arranges for representation of the agency in judicial proceedings by attorneys of the Department of Justice.

With respect to the first category, the General Counsel advises the Architect of the Capitol on questions of authority and on procurement, fiscal, budgetary, and personnel matters. The Office of the General Counsel also provides such legal services as development of legal opinions, reviewing and/or drafting such legal documents and legally oriented correspondence, and participating in the formulation of overall office policy.

With regard to the second category, the General Counsel prepares draft legislation and reviews and comments upon proposed legislation affecting the Office; advises regarding matters arising from the Architect's statutory responsibility for superintendence of the buildings and grounds of the Legislative Complex, including claims arising under the Federal Tort Claims Act; provides legal review of contracts for the procurement of materials, supplies and

services for the Congress; provides legal advice regarding the use of the Capitol Complex by members of the public for demonstrations and other assemblages; and performs all necessary legal services required for the acquisition of real property.

With respect to the third area, the Litigation Division of the Office of the General Counsel provides advice and support with respect to litigation brought or defended by the Architect of the Capitol, particularly with respect to litigation arising out of construction contracts in which the Architect of the Capitol serves as the Contracting Officer. As counsel for the Construction Management Division, the Litigation Division furnishes legal advice and related services regarding the administration of contracts, including direct participation in negotiation and settlement of claims and disputes arising out of construction contracts. During Fiscal Year 1987, such activities related primarily to the projects for the Restoration of the West Central Front of the United States Capitol and for the Restoration and Renovation of the Thomas Jefferson and John Adams Buildings of the Library of Congress. In the past year the office has also been involved in the preliminary planning and drafting of legislation for the new Judiciary Office Building and for acquisition of the Old City Post Office.

Office of the Internal Auditor

The role of the Internal Auditor is to review and appraise the efficiency and effectiveness of all Architect of the Capitol activities. This responsibility encompasses financial and compliance, economy and efficiency, and program results auditing. Financial and compliance auditing determines whether financial operations are properly conducted, whether financial reports are presented fairly, and whether applicable laws and regulations are complied with. Economy and efficiency auditing determines whether resources are managed and utilized in an economical and efficient manner and the causes of any inefficiencies or uneconomical practices, including inadequacies in management information systems, administrative procedures organizational structure. Program results auditing determines whether the desired results or benefits are being achieved and whether lower cost alternatives which might yield the desired results are considered.

Internal audit operations for Fiscal Year 1987 covered a wide range of complex and sensitive management areas. Audit resources were directed to those areas where the potential for fraud or abuse existed. In addition, audit assistance in the form of letters and interim reports was geared to improving the Architect's management and accountability process. In Fiscal Year 1987, regular and interim reports, management assistance letters, restaurant system re-

porting and Overhead Rate Analysis letters were issued as follows: (a) four audit memorandums containing 20 recommendations, (b) two interim audit memorandums containing eight recommendations, (c) ten management assistance letters containing the results of analysis to improve and enhance operating procedures, (d) eight analyses of House and Senate Restaurant System operations and (e) two overhead rate analyses in support of professional services contracts.

Property Management / Building and Grounds

Capitol Building

The Architect of the Capitol is charged by law with the structural and mechanical care of the Capitol, including operation of the mechanical equipment. The Architect is also charged with the domestic care of the central section of the Capitol, which includes the Rotunda, the Crypt, Statuary Hall, the corridors in the central section, and the stairways from the Rotunda to the first and basement floors; also, domestic care of most of the areas on the House side of the Capitol; three stairways in the central section, Senate side of the Capitol; the basement corridors in the central section; and the rooms in the basement and terrace occupied by the Architect's Office. The Architect of the Capitol has been charged with the care of the Capitol since 1876.

The Supervising Engineer, Capitol Building, under the direction of the Architect of the Capitol, is responsible for the day-to-day maintenance, alteration, repair, and operation of the Capitol, including the operation of the following shops: Carpentry, Electric, House and Senate Engineers, Elevator, Labor, Paint, Plumbing, and Sheet Metal Shops.

In addition to the regular maintenance of the Capitol, the following specialized alteration and conversion projects were completed in Fiscal Year 1987:

Rooms ST-34 and ST-36 were converted from storage rooms to the Senate Television—Central Facility.

The Senate Majority Leader occupied rooms S-221, S-222, S-223, and S-224. These spaces were previously occupied by the Secretary of the Senate. The Secretary of the Senate occupied rooms S-208, S-209, S-210, and S-211, rooms previously occupied by the Senate Minority Leader. All the aforementioned rooms were redecorated and new furnishings supplied. A wood and glass partition was installed in room S-221.

Room S-330 was altered and modified.

Wood and glass partitions were installed within rooms S-318, S-319, and S-321.

Alterations were made to rooms S-151 and S-152.

Rooms H-132, H-133, and H-134 were vacated and altered. These spaces were occupied by the Majority Whip.

Rooms H-145, H-146, H-147, H-148, and H-150 were altered and decorated.

Room H-419 was vacated and modified to accommodate the Select Committee to Investigate Covert Arms Transactions with Iran.

Rooms H–106, H–110, and H–113 previously occupied by the Clerk of the House were decorated and occupied by the Majority Leader. Room H–107 was altered and redecorated with additional lighting fixtures.

A fireplace was installed in room H–206.

Room ST–17 was vacated as a hair care facility and converted to office space for the Sergeant-at-Arms.

The Senate Carry-Out Food Facility, room SB–10, was completely renovated and altered.

Carpentry Shop

The Carpentry Shop constructs and repairs high quality cabinetry and furniture and constructs, alters, and repairs fine ornamental woodwork in the Capitol Building. The shop performed repair work as needed on revolving doors and entrance ways and all wooden doors and windows. In addition, all door hardware, including locksets, hinges, door stops and closers, were maintained. Numerous frames were constructed for photographs and bulletin boards. Sheet metal stud systems were erected and gypsum board applied thereon; new suspended ceiling systems for conversion projects were installed. The shop performed locksmith activities, including the cutting of new keys; constructed bookcases and shelving for offices; repaired venetian blinds; and maintained rope halyards on flag poles.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems. The shop performed all lamp work in the Capitol. In addition, repair work was performed on the chandeliers. All extension cords were provided and new electrical circuits with receptacles, as required, were installed for copy machines. All special event requests requiring electrical service, including press events, were fulfilled. Routine maintenance included House and Senate Restaurant electrical repairs. In addition, maintenance was performed on automatic dooropeners, electrical tools, and equipment. The shop maintained and adjusted smoke detection systems in air handling units, provided new electrical circuits, installed new lighting fixtures in conversion projects, and maintained the electrical birdproofing systems.

House and Senate Engineers

The House and Senate Engineers are responsible for the care and maintenance of all air handling equipment and controls. In Fiscal Year 1987 filters were changed regularly and air handling

units were washed and cleared, including heating and cooling coils. All steam and hot water piping systems were maintained, including replacement of steam traps and piping components where required.

Elevator Shop

The Capitol Building Elevator Shop is responsible for the care and maintenance of 25 elevators, 2 sidewalk lifts, 11 conveyors, 4 escalators, and one dumbwaiter. Routine preventive maintenance procedures include daily checking of leveling and door operations, hall and car indicator lights, cleaning contacts on relays, proper lubrication of rotating parts, and rails. In addition, the shop installed and/or replaced new vinyl flooring systems and vinyl base as required.

Flag Flying

The Labor Force flew 106,975 flags over the U.S. Capitol during the fiscal year.

Labor Shop

This department provides janitorial services for the House side of the Capitol and other areas of the building for which the Architect furnishes domestic care. In addition, ice and water are delivered for various Committee meetings and office functions. All scaffolding required for repair work, alterations, and painting is provided by this shop. It is also responsible for chandelier cleaning and window washing.

Paint Shop

This shop is responsible for the painting of all spaces within the Capitol. It also provides hand-painted and gilded signs; refinishes signs, mirrors, and picture frames; replaces broken glass; and provides ornamental painting services.

Plumbing Shop

This shop performs necessary repairs to existing plumbing equipment in the Capitol and installs new plumbing systems for conversion projects. All stoppages are cleared and all plumbing and drain piping and fittings beyond repair are replaced. Fire control equipment, including pumping stations and sprinkler piping, is tested.

Sheet Metal Shop

The Sheet Metal Shop performs necessary roof repairs, including resoldering open seams, caulking reglets, replacing copper roof sec-

tions, and replacing roof walkway sections. New metal ductwork is provided for conversion and alteration projects. In addition, all repair work on hollow metal doors is performed in the shop. Repairs and modifications to stainless steel shelving and counter work in the Senate and House kitchens and restaurants is also performed as well as miscellaneous welding and brazing work.

Miscellaneous Special Events

Arrangements were made this fiscal year for Joint Sessions and Joint Meetings of Congress, and for various ceremonies conducted by the Daughters of the American Revolution, United Daughters of the Confederacy, American War Mothers, and the United States Holocaust Memorial Council. In addition, arrangements were also made to unveil and dedicate the portrait bust of former Vice-President Nelson Rockefeller. The ceremony was held on June 1, 1987, in the Senate main corridor, second floor.

Capitol Grounds

The Architect of the Capitol is charged by law with the care and maintenance of the Capitol Grounds and with any changes and improvements made to the grounds, and has been so charged since 1876. The Architect is also charged with authority to permit, and make arrangements for, the annual Service Band concerts at the Capitol. The Architect is also responsible for the lighting and floodlighting of the grounds.

The Landscape Architect, under the direction of the Architect of the Capitol, is responsible for the day-to-day care and maintenance of the Capitol Grounds. In Fiscal Year 1987, the routine maintenance on the grounds included the daily sweeping of the Capitol steps and walks; the removal of trash and debris from the grounds; the pick-up of trash and the general hauling for the buildings in the Capitol Complex. Twice a week the roads and drives are swept with a mechanical sweeper. Lawns are mowed from the last part of April through November. In addition, the lawns are watered at night, 6 nights a week during the summer; and the steps of the Capitol are washed down twice a week. Snow and ice are also removed from the steps, walks, and roads when required. Removal includes spreading sand and ice-removing pellets on streets, walks, and steps.

The approximately 211 acres of lawn areas, sidewalks, streets, roadways, and parking areas which comprise the Capitol Grounds are maintained by 28 gardeners and 16 laborers. Each year new beds and plantings are added in continuing programs to beautify the grounds.

The trees on the grounds are maintained and cared for by the Tree Division which includes 4 tree surgeons and 2 helpers. The trees are under a planned program for feeding and spraying. Approximately one-half of the trees are fed each year. The trees are periodically inspected by the plant pathologists from the U.S. Department of the Interior. The chemical spray program recommended by these experts continues. The trees are sprayed in late winter and twice during the summer months, or as often as required. During extremely dry periods the new trees are watered. Each year several dying trees are removed from the grounds; most of the trees die because of their advanced age.

The Plumbing Division is responsible for routine and preventive maintenance on heating and ventilating units. In addition, the division also maintains the ornamental and drinking fountains and all sprinkler systems.

A complete listing of daily grounds activities, including new planting and removal for Fiscal Year 1987, is on file in the Central Office of the Architect of the Capitol.

Senate Office Buildings

The Architect of the Capitol is charged by law with the structural, mechanical, and domestic care of the Senate Office Buildings (Russell, Dirksen, Hart, and three annex buildings), including operation of the mechanical equipment. The Architect is also responsible for the care, repair, and purchase of furniture and furnishings. (Furniture and furnishings for the Senate side of the Capitol are under the jurisdiction of the Senate Sergeant-at-Arms.) The Architect is responsible for the heating, air conditioning, and lighting of the Senate Office Buildings. All construction and structural improvements and changes to buildings are made by the Architect of the Capitol. The Architect is responsible for the maintenance and operation of the subway transportation systems between the Senate Office Buildings and the Capitol and is also responsible for the garages in the Dirksen and Hart Senate Office Buildings.

The Architect, in performing his duties in connection with maintenance and operation of the Senate Office Buildings, is, under the Act of June 8, 1942, as amended, subject to the approval of the Senate Committee on Rules and Administration in matters of general policy. From 1910 to 1942, the Architect performed such duties under authority of a resolution adopted by the Senate Committee on Rules, February 18, 1910. Commencing with construction of the original three wings of the Russell Senate Office Building, 1905–1909, all construction work in connection with the Senate Office Buildings has been performed by the Architect of the Capitol under the direction of the Senate Office Building Commission.

The Superintendent, Senate Office Buildings, under the direction of the Architect of the Capitol, is responsible for the day-to-day structural, mechanical, and domestic care of the Senate Office Buildings complex, including the operation of the following divisions: Air Conditioning, Cleaning (Night), Electric, Elevator, Inventory Management Division, Labor (Day), Masonry, Paint and Refinishing, Plumbing, Sheet Metal, Subway, Upholstery, and Wood Craftsman.

During Fiscal Year 1987, the Office of the Superintendent processed 27,600 work orders to the various shops under its jurisdiction. The activities and tasks performed by each shop of this office are as follows:

Air Conditioning Division

The Air Conditioning Division is responsible for the modification, repair, and operation of the air conditioning and refrigeration systems of the Senate Office Buildings complex. The division maintains and services all units in the Dirksen, Russell, Hart, 400 North Capitol Street, and Immigration Buildings. The record of routine maintenance performed by this division in Fiscal Year 1987 indicates that, in addition to the general maintenance requirements, 2,666 service calls were completed.

Electrical Division

The Electrical Division installs, maintains, and repairs electrical fixtures, controls, and systems. In Fiscal Year 1987, 11,682 service calls were answered. Projects included installation and/or maintenance performed on inner-office buzzer systems, fire alarms systems, automatic doors, motors and controls for air conditioning equipment, and automatic shelves.

Elevator Division

The Elevator Division inspects, maintains, and repairs mechanical and electrical components of the elevators, escalators, dumbwaiters, dock loaders, garage doors, postal conveyors, truck tailgate lifts, and trash compactors. In addition to performing routine work during the year, ordering and replacing necessary parts, and cleaning and lubricating all systems, the division answered 489 service calls, 278 nuisance calls, and 26 vandalism calls.

Labor Division (Day)

The Day Labor Force has the responsibility of providing physical labor support to the Senate Office Building complex. During Fiscal Year 1987, the force received 26,000 formal work orders which in-

cluded not only the transportation and delivery of goods and materials but also the delivery of ice, the washing of windows, the maintenance of men's restrooms, the removal of trash from shops, the cleaning of entrances and loading platforms, the preparation of various committee rooms, and the organizing of special functions and receptions. In addition, crews moved several offices which included the transfer of entire staffs from one building to another.

Cleaning Division (Night)

During the fiscal year, the cleaning crew performed the routine cleaning of all senatorial suites, committee rooms, and conference rooms, as well as other rooms in the Russell, Dirksen, and Hart Senate Office Buildings. This work included such tasks as dusting, vacuuming, emptying and baling trash, cleaning and waxing corridor floors, shampooing carpets, and polishing brass. In addition to their regular duties, the night labor and custodial force completed 1000 special work orders.

Masonry Division

The Masonry Division installs, maintains and repairs interior and exterior marble, brick, block, tile, and other stonework. During Fiscal Year 1987, the division completed 351 work orders involving the plastering of walls and ceilings, and the laying of cinder block and brick. The shop also laid cork, floor, bathroom, rubber, and quarry tile, and marble and granite.

Paint and Refinishing Division

The Paint and Refinishing Division received 1,157 work orders resulting in the painting of 740 offices and 105 bathrooms throughout the buildings. The division refinished 152 units including pigeonhole bookshelves, cabinets, open shelves, desks, trays, files, flower boxes, flower stands, and tables. The division also made 939 signs.

Plumbing Division

The Plumbing Division services and maintains all plumbing, steam, and heating equipment in the Senate Office Buildings. During Fiscal Year 1987, maintenance was performed on various pumps and motors on the fountains, pools, condensate receiver, dish machines, and circulating pumps. In addition, maintenance was performed in all public restrooms and cafeterias such as checking for stoppages, leaks, broken fixtures, and improperly functioning flush valves and faucets. Approximately 3,580 service calls were answered.

Sheet Metal Division

The Sheet Metal Division fabricates, installs, modifies, and repairs sheet metal assemblies. During the fiscal year the division received 1,200 work orders which included: the fabrication and installation of new ductwork, hangers and defusers; the fabrication of metal trucks for the computer center for use in the storage of tapes; the assembling and installation of metal shelving for the cafeteria, Immigration Building, and stationery room.

Subway Division

The division performs routine maintenance and improvements on the subway route between the Capitol and the Senate Office Buildings. During fiscal year 1987, the division rebuilt all subway car door systems including all new rails and bearings. Requests from other departments for machine work, welding, and electric work were accommodated.

Upholstery Division

The Upholstery Division repairs and re-upholsters furniture; repairs and installs carpet; fabricates and hangs draperies; restrings and hangs venetian blinds; and covers tables, cornices, bookcases, and other units. During the fiscal year, this division received approximately 1,131 work orders. In addition, 282 rooms of broadloom and 14 rooms of carpet tile were installed.

Wood Craftsman Division

The Wood Craftsman Division completed 5,263 work orders, including the repair of chairs and the hanging of pictures or other wall hangings. In addition, the division constructed bookshelves, small cabinets, desk organizers, and several wood and burlap partitions. There were 2,435 requests to have keys made or locks changed.

House Office Buildings

Pursuant to the provisions of 40 USC 175, the Architect of the Capitol, subject to the approval and direction of the House Office Building Commission, is responsible for the structural, mechanical, and domestic care and maintenance of the three House Office Buildings, House Office Building Annexes, and Underground Garages. Under the direction of the Architect of the Capitol, the Superintendent of the House Office Buildings is responsible for the day-to-day care of the buildings, including the operation of the following shops: Air Conditioning, Carpenter, Cleaning, Electric, Ele-

vators, Escalators and Subway, Industrial Equipment, Labor, Painting, Plumbing and Heating, Stone, and Sheet Metal.

The Superintendent's Office maintains, in a confidential manner, the combinations of Members' safes and assigns office suites, rooms, and storerooms to Members of the House. This assignment of office suites is performed under rules prescribed by the House Office Building Commission. With the assignment of an office to a Member, the Superintendent's Office makes the necessary arrangements to coordinate the moving of the Member and the work of various trades, such as painting, electrical, changing of locks, installation or removal of partitions in conjunction with the Clerk of the House and the telephone company.

The Superintendent's Office makes detailed suggestions to the Architect and the House Office Building Commission with regard to space requirements, remodeling within the buildings, and changes and improvements to existing facilities.

During Fiscal Year 1987 major projects included preparation and installation of a new telecommunication system for the House Office Buildings. Additional projects included the asbestos removal and abatement project and construction of the House Day Care Center at 501 First Street.

In addition to the regular maintenance of the House Office Buildings, the following specialized alteration and conversion projects were completed under the direction of the Superintendent, House Office Buildings, in Fiscal Year 1987:

Cannon House Office Building

Room 140, the former Barber Shop, was renovated and converted into a conference room for use by the Committee on House Administration. All sinks, cabinets, and storage closets were removed, as was the marble which lined all interior walls. Two new double-hung sash windows were installed by in-house personnel. The existing steam radiators were removed and replaced with new steam convectors. The project was completed with a new 2' x 4' lay-in acoustic ceiling, fluorescent lighting, and a new mahogany door. All millwork for the door and trim was fabricated by in-house personnel.

Longworth House Office Building

In Room 1028, new drywall metal stud partitions were installed to create a separate reception area and a semi-private office. The partitions were painted to match existing plaster walls and the exterior surfaces were covered with fiberglass acoustic panels to aid in sound attenuation. In addition, Rooms 1133 and 1620 also re-

ceived metal stud and drywall partitions, which created semi-private offices for 3 professional staff members.

Rayburn House Office Building

In Rooms B-371 and 2117, the existing metal partitions were extended to the ceiling with plexiglass in order to create private offices. Minor modifications were made to the lighting and HVAC, to provide for individual room control. In the penthouse of the Rayburn House Office Building, a mechanical equipment and storage area, a 14' x 15' office was constructed for the Clerk of the House, Property Supply Division. The enclosure was constructed from drywall and metal studs, with a large window installed in the east wall, to provide a view of the storage areas. Heating and air conditioning was provided with a through the wall heat pump and the area was completed with a 2' x 2' acoustical lay-in ceiling.

House Office Building Annex No. 1

In room H1-220, a new partition was erected, dividing the area, and creating a new room, 220A. A new door was cut in from the corridor and an additional window air conditioning unit was installed. Additional office space was created in room 215 by installing a drywall and metal stud partition and by cutting in a doorway from the adjoining room, 218.

House Office Building Annex No. 2

Room H2-316, a private office was constructed with drywall and metal stud partitions. Minor modifications were incorporated for lighting and HVAC. In room H2-486, two bays were separated with drywall metal stud partitions to create five private offices. Alterations to the electrical service and HVAC were required.

MAJOR PROJECTS

The two major projects for the fiscal year were the installation of the new AT&T Telecommunications System for the House Office Buildings and the construction of the House Day Care Center. Both projects were under tight construction schedules and required the use of all available resources in order to complete the projects within the required time frames.

The installation of the new AT&T Telecommunications System was accomplished in four phases. This phasing was necessary to provide the required 6,000 square feet of space within the House Office Buildings completed for the central telephone switch and the remote modules.

Phase I was the relocation of the Clerk of the House's Drapery Shop from room SB-217, Longworth House Office Building, to rooms H2-162 through H2-166, House Office Building Annex II. Also included in this phase was the relocation of the Clerk's Typewriter Repair Shop from SB-215, Longworth House Office Building, to rooms B-69 and B-71, Cannon House Office Building. Site preparation for both the Drapery and Typewriter Repair Shops required mechanical and electrical modifications to transform the former dormant storage areas into functioning shop space.

Phase II was the relocation of the Capitol Police locker room from B-207, Longworth House Office Building, and the relocation of the Committee on Ways and Means storeroom from B-202, Longworth House Office Building, to room SB-225A. Alterations in rooms SB-215 and SB-217 for the Capitol Police included the construction of bathroom facilities, a private office and improved general lighting for the locker room area. Also included in this phase was the preparation of the off-site storage space at the P Street Warehouse for the Clerk of the House and the House Doorkeeper.

Phase III was the relocation of the storage and work area for the House Doorkeeper from room B-207 to room B-202, Longworth House Office Building.

Phase IV was the construction of the following rooms: The Main Telephone Switch room, B-207, Longworth House Office Building, the HOBA I Telephone Equipment room in the garage, the Cannon House Office Building Telephone Equipment room, level E of the garage, and room H2-B5 Telephone Equipment room HOBA II. All equipment rooms required additional electrical service, power abort switches, additional HVAC, Halon fire suppression systems, conduit runs to telephone frame rooms, upgraded lighting and vinyl floor tile. Steam and condensate piping was relocated in the Longworth House Office Building. Masonry walls were constructed to enclose the equipment in the Cannon House Office Building garage. All work was performed by in-house personnel with the exception of the vinyl flooring which was installed by outside contract. All site preparation and facility work was completed on time for system cut over in August of 1987.

The second major project for Fiscal Year 1987 was the construction of the House Child Care Center at 501 1st Street, S.E. The facility, designed to serve children from 2 1/2 months to 5 years of age, contains individual classrooms, a separate sleep room for infants, a kitchen area, a laundry room, and an outside playground. Approximately 5,000 square feet on the first floor of the building was assigned by the House Office Building Commission to the House Child Care Center.

All interior walls were furred out with metal stud and drywall, with the exception of masonry walls which received a plaster finish. The five toilet rooms and kitchen area walls and floor were finished with ceramic tile. Carpeting, supplied by the Clerk of the House, was installed in the nursery rooms. All remaining floors were covered with sheet vinyl flooring. Cabinet work for the kitchen, toddlers changing tables and study cubicles was done by in-house personnel.

New steam and chilled water lines were extended from the Capitol Power Plant to supply the radiators and new air handling unit. Fire protection and smoke alarms were installed in all rooms. In order to complete the project prior to the September 1987 opening date outside labor was utilized to supplement in-house personnel.

Superintendent's Office

The Superintendent's Office coordinates the activities of many shops that perform the maintenance and repair on the buildings. A sampling of the type of work performed is listed by shop. A complete list of each task performed is kept on file in the Central Office of the Architect of the Capitol.

Air Conditioning Shop

The Air Conditioning Shop is responsible for the modification, repair, and operation of the air conditioning and refrigeration systems of the House Office Buildings.

The record of routine maintenance performed by this shop, by building, in Fiscal Year 1987 indicates that, in addition to general maintenance requirements, it filled 3,638 service requests in the House Office Buildings, plus inspection and repair of the air conditioning units in the Botanic Garden.

Carpenter Shop

The Carpenter Shop constructs and repairs high quality cabinetry and constructs, alters, and repairs ornamental woodwork in the House Office Buildings. In Fiscal Year 1987, 8,372 work orders were handled. The shop also performed such tasks as making 7,951 keys, assembling 4,012 picture frames, and crating 1,230 articles for shipment.

Cleaning Shop

The cleaning crew performs custodial services for office suites and conference rooms, including dusting, vacuuming, emptying trash, and washing windows. During the fiscal year the cleaning crew performed the routine cleaning of all Members' suites, Com-

mittee rooms, and all other rooms in the House Office Building Complex.

Electric Shop

The Electric Shop installs, maintains, and repairs electrical fixtures, controls, and systems. In Fiscal Year 1987, in addition to the routine general maintenance the shop responded to 31,822 work orders in the various House Office Buildings.

Elevator, Escalator, and Subway Shop

The Elevator, Escalator, and Subway Shop inspects, maintains, and repairs mechanical and electrical components of elevators, escalators, dumbwaiters, and lifts in the House Office Buildings. This shop also performs routine maintenance and improvements of the House-side subway cars and the route between the Capitol and the House Office Buildings. During Fiscal Year 1987, 1,763 service calls were made to maintain and repair the 64 elevators, 31 escalators, 2 subway cars, 2 dumbwaiters, 1 sidewalk lift, and 1 hydraulic elevator in the House Office Building Complex.

Industrial Equipment Shop

The Industrial Equipment Shop is responsible for routine maintenance of and repairs to the scrubbers, sweepers, forklifts, and paper baling machines throughout the House Office Buildings. During the fiscal year, this shop performed 1,358 maintenance and repair jobs on this equipment.

Labor Shop

The labor crew washes marble and windows and polishes brass; it also moves furniture and provides manual assistance, as required, to other shops in the House Office Buildings. In the Fiscal Year 1987 approximately 84,239 service calls were answered.

Painting Shop

The Painting Shop applies paint, varnish, and other finishes to decorate and protect both interior and exterior surfaces, trim, and fixtures in the House Office Buildings. In addition to the routine painting of numerous rooms, corridors, and other spaces, in Fiscal Year 1987, the shop painted or stained 4,012 picture frames, replaced 29 window glasses, and polished woodwork in 54 suites. A total of 242 suites and single rooms were painted. The decorative painting of the grand stairway in the Cannon Office Building continued.

Plumbing and Heating Shop

The Plumbing and Heating Shop installs, maintains, and repairs pipes, fittings, joints, and valves connected with the plumbing system. In addition to routine preventive maintenance, during the fiscal year, the shop answered 16,830 service calls.

Sheet Metal Shop

The Sheet Metal Shop fabricates, installs, modifies, and repairs sheet metal assemblies in the House Office Buildings. During the year the shop answered 318 service requests, and continued work on the copper roofs of the Cannon and Longworth House Office Buildings.

Stone Shop

The Stone Shop installs, maintains, and repairs interior and exterior marble, brick, block, tile, and other stonework. Work orders serviced in the fiscal year numbered 136.

Capitol Power Plant

The Capitol Power Plant employs 103 personnel to operate and maintain a central steam plant rated at 530,000 lbs/hr and a central refrigeration plant rated at approximately 40,000 tons capacity to provide steam for heating and chilled water for air conditioning the Capitol Complex. Buildings served are the Capitol, Dirksen, Russell, and Hart Senate Office Buildings; Rayburn, Longworth, and Cannon House Office Buildings; Jefferson, Adams, and Madison Library of Congress Buildings; Supreme Court; House and Senate Garages; and the Botanic Garden. Steam is also provided to the House Office Building Annex No.1, the Immigration Building and the Plaza Hotel. Steam is provided on a reimbursable basis to the Washington City Post Office, Union Station, and the Government Printing Office. Steam and chilled water are provided on a reimbursable basis to the Folger Shakespeare Library.

The Capitol Power Plant continued to meet its responsibilities of providing a continuous supply of steam for heating and chilled water for cooling buildings in the Capitol Complex. During Fiscal Year 1987 the Capitol Power Plant generated 1,143,443,000 lbs. of steam using 44,982.5 tons of coal and 1,183,915 gallons of No. 6 fuel oil. Continued emphasis was placed on burning coal in lieu of oil. Steam production was 0.1 percent more than in Fiscal Year 1986. Chilled water production during the fiscal year totaled 72,727,081 ton-hours, an increase of 4.5 percent from the previous year. This decrease was due in part to the efforts of the Air Conditioning En-

gineering Division's monitoring the operation and performance of the buildings being served by the chilled water system.

The reactors, which were ordered in the early summer of 1986, arrived at the plant but had been damaged in shipment. The set of three (3) reactors was sent back to the manufacturer for repair. When they were finally returned, the reactors were installed and the feeder No. 15610 was returned to service.

A contract was initiated to study the chemical treatment of the plant condenser water to answer the question of whether modifications/improvements were necessary. The report showed that, for our plant, we have the best treatment available at this time. The steam plant hot well was lined with stainless steel plate to reduce the leakage of condensate through the walls. Plant makeup for the feedwater to the boilers has been reduced by 50 percent as a result of this project. The compressors on chillers No. 4 and No. 4A were overhauled and both chillers were returned to service.

Problems were experienced with two of the gear reducers serving the cooling tower fans in the west refrigeration plant. The fan gear boxes had to be rebuilt and one (1) new set of fan blades was purchased. Problems with the cleaning cycle of the baghouse filters led to the discovery of the deterioration of the expansion joints in the reverse gas ductwork.

New expansion joints were ordered but not installed due to the boilers being in service. In addition, filters were purchased to remove particulate from the condenser water system in the west refrigeration plant. Spare parts were ordered for the small feedwater pumps and the Cycleflow valves on the makeup water softener and dealkalizer tanks. Repair work was completed to the interior of both plant chimneys.

A project was initiated to provide back-up service to the east substation and stem plant in the event the reactors on the incoming electrical service fault. York International Corporation was awarded a contract to test and selectively retube the condenser on chiller No. 6A. M & M Welding was awarded a contract to retube the fireside of the three Wickes coal-fired boilers.

Library of Congress

The Supervising Engineer's Office at the Library of Congress is responsible for the structural and mechanical care of the Library buildings and grounds, which include the Thomas Jefferson, John Adams, and James Madison Memorial Buildings. The office also maintains the elevators in the Supreme Court Building and acts as a liaison with the Library of Congress to maintain a proper interrelationship between the constantly changing and expanding functions and programs.

At the end of the Fiscal Year 1987, this office had a total of 128 permanent employees. The organization consists of a Supervising Engineer, an administrative staff, a supply branch, and nine maintenance shops including air conditioning, carpentry, electric, elevator, machine, masonry, painting, plumbing, and sheet metal. The major duties of the Supervising Engineer's Office are to provide supervision and the necessary manpower to perform all maintenance and construction work and to operate all building equipment under the jurisdiction of the Architect of the Capitol. Custodial maintenance of the buildings and care of the grounds is under the jurisdiction of the Library of Congress.

During Fiscal Year 1987, approximately 7,716 requests for services were received using the DEC computer system. The requests are generated by the various Library offices and forwarded to the appropriate shop for action. The system provides a means to audit shop work loads, confirm the completion of work in a timely manner, and track problem areas.

Throughout Fiscal Year 1987, considerable effort was spent with the preparation of office and work space for the relocation of tenant occupancy in connection with the Renovation and Restoration of the Thomas Jefferson and John Adams Buildings. These activities included modifications to movable metal partitions, the addition and relocation of telephone and electric outlets, and the installation of computer cables and security systems. In addition, work continued on the removal of asbestos from areas that are part of the Renovation and Restoration Project.

Several projects were completed in the Thomas Jefferson Building in 1987. As part of the renovation and restoration project, the office constructed barriers at doors from bookstacks; constructed a large sample display case; and assisted with the preparation of exterior areas for the contractor, including the removal of light fixtures and the lawn sprinkler system. The office also participated in the project to renovate and restore elevators 1 and 2. The staff performed work not included in the contract, including removing the elevator drive equipment, refurbishing hoistway equipment, and protecting hoistway corridor openings.

In the John Adams Building, as part of the renovation and restoration project, the office assisted with painting, and with the installation of door locks, sample light fixtures, and partitions. The office also assisted with the construction of bookstacks and the replacement of mechanical equipment.

Again this year, partition modifications and service fitting changes were made in several locations within the James Madison Memorial Building. Partition and tenant changes were made for the Descriptive Cataloging Division on the fourth floor. In addition,

on the sixth floor, the lobby area outside the cafeteria was modified. The office also conducted a study of the air distribution in the building and surveyed and reported on the condition of the roofing system.

Air Conditioning Shop

The Air Conditioning Shop works three eight-hour shifts, seven days a week. The major scheduled preventive maintenance work includes inspecting, lubricating, and cleaning all air handling units, checking motors and starters, calibrating controls, and adjusting damper and valve operators. All general and preventive maintenance programs are on schedule.

Major projects during the fiscal year included the removal of asbestos and insulation from several areas in the Jefferson and Adams Buildings. In the Madison Building the shop installed new steam coil and piping for the main entrance on the first floor.

Carpenter Shop

This fiscal year most of the work continued to relate to the continuing relocation and/or remodeling of offices due to the restoration and renovation of the Thomas Jefferson and John Adams Buildings. In the Thomas Jefferson Building special projects included the construction of three large television cabinets for the Capitol Senate T.V. station. In addition, the shop also constructed exhibit display cases for the competition for the Judiciary Office Building. The shop replaced broken windows and made all fancy trim and cornice moldings for the Supreme Court Theater. In the James Madison Memorial Building, the shop constructed approximately 300 linear feet of partition as well as special shipping crates for the Mail Division. In addition, door bucks, doors, chalkboards, tack boards, and mail boxes were installed throughout the building.

Electric Shop

The Electric Shop has personnel on duty three shifts each day and is responsible for new electrical installations and replacements, and routine and preventive maintenance of all electric systems from the substations throughout all three buildings. This shop is also responsible for the security and fire alarm systems in the Thomas Jefferson Building and John Adams Building and the fire alarm system in the James Madison Memorial Building, including periodic preventive maintenance of the smoke detection systems.

The major projects for the shop during the fiscal year included the preparation for office changes as part of the renovation and restoration of the Jefferson and Adams Buildings. During phase I

renovations, the shop modified, cleaned, and wired historic light fixtures. The shop also continued to install a new autocall sprinkler fire alarm system in both buildings.

Elevator Shop

The Elevator Shop operates seven days a week: 6:30 a.m. to 10:00 p.m. on weekdays, 6:30 a.m. to 6:30 p.m. on Saturdays, and 7:30 a.m. to 6:00 p.m. on Sundays and holidays. The shop is responsible for the maintenance and repairs of 34 units in the John Adams Building and Thomas Jefferson Building, 26 units in the James Madison Memorial Building, and 13 units in the Supreme Court Building. One elevator mechanic is assigned to the Supreme Court Building five days each week. This shop is required to service four buildings having a total of 73 units and 512 door openings, and cover two shifts per day plus weekends, holidays, and special events. A substantial part of the routine and preventive maintenance time expended by this shop has been spent in the repair and over-haul of aging mechanical and electrical elevator machinery. In Fiscal Year 1987, the shop continued its assistance with the replacement and restoration of elevators No. 1 & 2 in the Thomas Jefferson Building. Elevator No. 1 was put back in service January 5, 1987, work will continue on elevator No. 2 into the next fiscal year.

Machine Shop

The services of the Machine Shop are required at all times while the book conveyor systems are in operation, which is Monday through Friday from 7:30 a.m. to 10:00 p.m., Saturday from 7:30 a.m. to 5:15 p.m., and Sunday from 9:15 a.m. to 5:15 p.m. The primary function and responsibility of the shop is to maintain and service all the book conveyors and pneumatic tube systems in all three buildings of the Library of Congress. The secondary responsibilities of this shop include maintenance on overhead garage doors, cutting keys, installing and servicing locks and door closures, all welding and machine work, and maintaining grounds and snow removal equipment. The majority of preventive maintenance work on the book conveyor systems and pneumatic tube systems is done on Sundays. These systems are also checked each day for any malfunctioning parts and are corrected when necessary.

Masonry Shop

The Masonry Shop was established in October 1983. It has the responsibility for maintaining, installing, and repairing interior and exterior stone, brick, tile, block, and concrete in all Library of

Congress buildings. Major projects of the shop during Fiscal Year 1987 included: in the Thomas Jefferson Building, providing assistance for the project to renovate and restore elevators numbers 1 & 2. On the exterior of the James Madison Memorial, the shop cleaned, laid, and reset several rough granite paver joints. An additional 9,762 linear feet of smooth finish granite joints were cleaned and caulked on the exterior of the building.

Paint Shop

In the fiscal year, interior painting in the Thomas Jefferson Building consisted of 1,500 square feet of ceilings, and 31,634 square feet of walls, doors, and window frames. In the John Adams Building, 2,100 square feet of ceilings and 8,292 square feet of walls and doors were painted. In addition in the James Madison Memorial Building, 6,000 square feet of ceiling and 101,388 square feet of walls were painted, while 120 doors were repainted.

Exterior painting of window frames, doors, planters, tables, curbing and parking lines was accomplished during the fiscal year. Shop work consisted of miscellaneous painting, mixing paint, glazing, ordering and stocking supplies, and stenciling.

Plumbing Shop

The Plumbing Shop is responsible for the performance of all plumbing, pipefitting, steamfitting, and pipe insulation in the three library buildings. The shop maintains and installs equipment such as vacuum pumps, water piping, toilet fixtures, drinking fountains, sanitary equipment, fire pumps, fire sprinkler systems, fire hose stations, fire extinguishers, Halon fire extinguishing systems, lawn sprinkler systems, cafeteria equipment, low and high pressure steam lines, gas, air, sewer piping, and the demineralized water system in the Madison Building. The Plumbing Shop operates seven days a week from 7:30 a.m. to 4:00 p.m., with one man scheduled from 4:00 p.m. to midnight. Preventive maintenance of plumbing facilities is an important assignment of this shop. Work done in this area has consisted of cleaning, repairing, and painting of circulating pumps, condensation pumps, sump pumps, sewage pumps and fire pumps in all buildings, as well as servicing and maintaining fire extinguishers, fire hoses, sprinkler systems, and Halon systems. In Fiscal Year 1987, the shop aided in the replacement of sprinkler heads in the Adams and Madison Buildings.

Sheet Metal Shop

The Sheet Metal Shop is responsible for all the copper roofs, metal casings, air conditioning and ventilating duct work, metal

containers for large pneumatic tube systems, metal partitions, wire grills, metal cabinets and book shelving, metal doors and jambs, and construction of various sheet metal items requested for the Exhibits Office, Preservation Lab, and Recording Lab.

Major projects of this shop during Fiscal Year 1987 included, in the Thomas Jefferson Building, several roof maintenance activities. These consisted of the installation of new gutter for the north courtyard and the soldering and patching of several damaged and worn areas. The shop also applied sealant to the roof over the rare book collection stacks.

Supply Branch

The Supply Branch is responsible for purchasing, receiving, storing, inventorying, and issuing all materials used by the Supervising Engineer's Office in the Library of Congress. This branch manages three storerooms: the central storeroom in the Thomas Jefferson Building, 20,000 square-foot storeroom in the James Madison Memorial Building, and one room in the sub-basement of the John Adams Building.

Botanic Garden

The Architect of the Capitol has served as Acting Director of the United States Botanic Garden since July 3, 1934. The Architect is responsible for the maintenance and operation of the garden and for any construction changes or improvements made to the garden. The Architect performs his duties in connection with the garden under the direction of the Joint Committee on the Library which is charged by law with control over the garden. The United States Botanic Garden performs four main functions.

First, the organization maintains a large public conservatory in which permanent collections of tropical, subtropical, and desert plants are housed under 29,000 square feet of glass. Major collections include aroids, bromeliads, cacti, cycads, ferns, orchids, and palms. There is an ongoing program for the collection of new plant material for the conservatory, in accordance with the official purpose of the Botanic Garden which is ". . . to collect, cultivate and grow the various vegetable production of this and other countries for exhibition and display . . ." Thus, new plants are frequently added to the collections. The building, located at First Street and Maryland Avenue, S.W. is open to the public from 9:00 a.m. to 5:00 p.m. seven days a week except during the summer months when it is open from 9:00 a.m. to 9:00 p.m. daily. There is no charge for admission.

Second, the Botanic Garden sponsors four annual plant and flower shows which are held at the conservatory. Three of these shows are installed in special display areas which total 9,000 square feet. The Chrysanthemum Show, held from late October through the Thanksgiving holiday, features a wide variety of chrysanthemums. Poinsettias and other colorful plants dominate the Annual Poinsettia Show which begins in mid-December and lasts through the New Year. The third major show is the Spring Show which begins in March and lasts into the beginning of April. It features masses of spring flowering bulbs as well as Easter lilies. The last show of the year is the Summer Terrace Display, which is held on the front and side terraces of the conservatory. Beginning in May and lasting through the first frost, it is highlighted by hundreds of annuals, hanging baskets, and tubs of colorful plants. In addition to these shows, the Botanic Garden annually hosts shows sponsored by area garden clubs and plant societies.

The third major responsibility of the U.S. Botanic Garden is to maintain Frederic Auguste Bartholdi Park located across Independence Avenue from the rear entrance of the conservatory. Approximately one acre in size, the park features a wide variety of summer blooming annuals, herbaceous perennials, flowering bulbs, and unusual woody plants. The focal point is the historic Bartholdi Fountain, named for its creator, Frederic Auguste Bartholdi. Like the conservatory, the park is an evolving garden. Areas within Bartholdi Park are frequently being redesigned to accommodate the increasing variety of plants available for gardeners. New introductions and old favorites are constantly reviewed for performance. In October, 1985, the park was officially designated The Frederic Auguste Bartholdi Park by the Joint Committee of the Library.

The fourth major responsibility of the Botanic Garden is the maintenance of the Poplar Point Nursery located in Anacostia, Washington, D.C., just a few miles from the conservatory. This facility includes approximately 56,000 square feet under glass and twenty three (23) acres of land, five (5) of which are used for the growing of outdoor nursery production. All of the plants used in the conservatory for the annual shows, changing displays, and collections are grown at this facility. In addition, this facility produces all the woody and herbaceous plants displayed in the park and on the conservatory grounds, and used outdoors on the Capitol Hill complex, those plants loaned to Congressional Offices, and palms, foliage plants, and cut flowers used for decoration at Congressional functions.

Fiscal Year 1987 continued to be a time of productive change. Work continued on the plans for the relocation of the Poplar Point Facilities to D.C. Village. Work began on the opening of the reflect-

ing pool in the conservatory's palm house. The southern third of the pool was reopened in March following the removal of rocks and soil, the rebuilding of terrace walls, and replanting the area. In March, the garden worked jointly with the Morris Arboretum of the University of Pennsylvania, the Royal Botanical Garden, Kew, England and the Smithsonian Institution on an exhibition titled, "Plants Under the Glass: Conservatories and Conservation," which was displayed at the Philadelphia Flower Show and the Chelsea Flower Show in London. Following the Philadelphia Show, the Morris Arboretum donated two large specimens of *Neodyptis decaryii*, the Peacock Palm of Madagascar, to the U.S. Botanic Garden. These palms were planted near the balustrade at the south end of the Palm House, near the newly opened pool.

The Botanic Garden also offers group tours, which are given by prior arrangement all year round; a series of horticultural classes held from September through June, and a plant information service which is available by telephone, letter, or walk-in, Monday through Friday from 9:00 a.m. until 11:30 a.m. These services are free of charge.

Requests for group tours came from local and out of state school systems as well as Congressional Offices. VIP tours were given to people of many countries, including Brazil, France, Great Britain, Japan, and the U.S.S.R. The conservatory also continued to be a popular location for functions. During Fiscal Year 1987, a total of 28 Congressionally related functions were held in the conservatory after public visiting hours.

The Public Programs Office sent press releases to local radio stations, newspapers, newsletters, magazines, and other professional organizations prior to each show and horticultural class. A schedule of classes, which contains a listing of the upcoming shows, is always available on the rack located by the entrance in the conservatory. Publicity also took other forms: the conservatory was used by many of the local television stations as background for news or weather programs, and it was filmed on several occasions by television magazine shows. The Executive Director spoke to local and area garden clubs and plant societies concerning the Garden and its programs and wrote articles for several professional publications.

Over 1200 invitations to attend the major shows and the horticultural classes were sent to the Congressional Members and their staffs prior to each event. The horticultural classes were upgraded with new courses and some new instructors. The plant information service, which provides horticultural and general information, established the hours of 9:00 a.m.- 11:30 a.m., Monday through Friday, to receive phone calls and walk-in inquiries. Plants, seeds,

and cuttings were exchanged with or received from forty-two (42) individuals and botanic gardens from Switzerland to Japan to England.

Conservatory Division

This division maintains all the plantings, permanent or temporary, in the conservatory. This includes the installation and removal of exhibits, renovations to permanent plantings, horticultural maintenance, and all social and other uses of the facility. In addition, the division provides the guided tours of the facility. In Fiscal Year 1987, a total of 89 tours were conducted, including 23 congressional and 7 VIP tours.

Production Division

This division is responsible for the growing, propagating and maintenance of all plants used for displays, programs, and services of the U.S. Botanic Garden and Capitol Complex. The division includes the Collections, Foliage, Nursery, Crop Production and Grounds Branches.

Crop Production Branch

This branch grows all the plants for display in the conservatory and produces all the cut flowers. It also assists in the growing of annuals and storing large tubbed plants. In the fiscal year, 35,589 cut flowers were produced. 4,585 pots were produced for the Spring Show as well as 3,618 pots for the Annual Poinsettia Show, and 4,712 pots for the Chrysanthemum Show.

Foliage Branch

This branch handles all the decorations, such as palms, flower arrangements, and other plants used on Capitol Hill. It also handles the propagation and delivery of office plants and service calls for those plants to Capitol Hill offices. This fiscal year 963 centerpieces, 11,956 cut flowers, 303 vases of flowers, and 1,247 palm decorations were supplied to offices on the Capitol Grounds.

Nursery Branch

This branch handles all the nursery propagation and the production of all annuals. It also assists in the production of display crops and maintains the azalea and camellia display plants. In Fiscal Year 1987, 11,162 pansies were grown for the Capitol Hill Complex, conservatory, and park. In addition, the branch produced 126,189 annuals for ground display and the terrace exhibit.

Collections Branch

This branch maintains all collections including those obtained through the plant rescue program and the orchid collection. It handles the orchid exhibition in the conservatory and also handles outside shows as needed. In this fiscal year, 743 new plants were accessioned to the collections and 783 plants were placed on permanent exhibition.

Grounds Branch

This branch maintains all the grounds at the Poplar Point Facility, the conservatory, and the Frederic Auguste Bartholdi Park. It plants the bulbs and annuals and assists the other branches as needed. In Fiscal Year 1987 the branch planted 10,600 bulbs.

Maintenance Division

This division performs all routine maintenance on equipment and structures of the garden. In addition, the division builds props for shows and special functions, maintains the heating plant, and services all systems. In Fiscal Year 1987, the division provided props for the First Lady's Luncheon and for all shows in the conservatory.

Supreme Court

The Architect of the Capitol's staff for the Supreme Court consists of 33 positions to provide for the care and maintenance of the building structure, mechanical and electrical systems, elevator and food service equipment, and the grounds and courtyards. In addition, the maintenance force assists the Marshal's Office with preparations for special functions sponsored by the Court. Administration of the Supreme Court Maintenance Organization is provided by a Supervising Engineer under the direction of the Director of Engineering. The limited size of the work force requires that all employees engage in a broad range of work activities. Work of a general nature is assigned to the Plumbing and Heating Division. Shift personnel and maintenance workers assist all the divisions with maintenance assignments. Those trade skills that are not available to the Supreme Court work force are obtained from the Construction Management Division or from outside contractors. In Fiscal Year 1987, the Supervising Engineer, in addition to directing the routine maintenance of the Court, coordinated several special projects. These projects included the installation of computer terminals and printers throughout the building, the placement of security planters at various entrances, and the refinishing of several oak paneled rooms. In addition, the office erected an inscription wall behind the statue of John Marshall.

Air Conditioning Division

This shop is responsible for performing preventive and routine maintenance of equipment and for monitoring meters and alarms to provide acceptable building environmental conditions. It also maintains the refrigeration equipment of the food service operation. During the fiscal year, the shop continued to measure airborne particulates in areas of the building. In conjunction with the Fire and Safety Engineering Division, the shop made an asbestos survey of the building and attended a ten day workshop on the handling of asbestos.

Electrical Division

This shop is responsible for the maintenance and repair of electrical distribution equipment and lighting and control systems. This fiscal year, projects included the modification of the display lighting of the Great Hall. In addition, the shop assisted with special Court functions by providing sound and tape recording equipment and additional lighting.

Elevator Division

The maintenance of elevator equipment is assigned to the Library of Congress Elevator Shop and coordinated by the Supreme Court Electrical Division. Electrical Division personnel inspect the elevators each morning and notify the Library of Congress elevator mechanic if special repair work is required.

Grounds Division

Routine maintenance is performed on the lawn and landscaped areas adjacent to the Supreme Court Building, the four courtyard areas on the first floor, and potted plant materials located within the building. Fountains are cleaned and snow is removed. Plant material is provided for special Court functions. This fiscal year the division provided plant materials for special court functions, replaced 110 yards of mulch in planted areas, and planted 6000 tulip bulbs. In addition, the division graded and reseeded lawn areas.

Masonry Division

During the fiscal year, maintenance and repair of the interior and exterior marble and brick included the following projects: the caulking of all courtyard decks; the patching of ceilings in the entrance foyer corridors; and the erection of an inscription wall behind the John Marshall statue.

Painting Division

This division is responsible for the maintenance and repair of protective coverings in the Supreme Court Building. Work is directed by the decorator painter with assistance provided from other divisions or the Construction Management Division depending on the size and scope of the project. Work is scheduled based on occupant activity and in consideration of the time that has lapsed since prior painting. Work accomplished during the fiscal year included the cleaning and revarnishing of the floors of the east and west conference rooms. In addition, the division painted five outdoor fountains and barricades on the north and south drives.

Plumbing and Heating Division

This division is responsible for the preventive and active maintenance and repair of plumbing, heating, and fire protection systems. Other special trade areas that are assigned include painting, masonry, carpentry, glazing, locksmith, and roofing. In addition, this division is responsible for shift personnel who provide coverage of building operations seven days a week. During Fiscal Year 1987, this shop installed new equipment and assisted with renovation projects. Special projects included replacing one hundred feet of the sprinkler system. The division also installed 10,000 square feet of window film on six electric garage gates and replaced 10 windows throughout the building.

Storeroom

The storeroom provides a variety of services to assist all divisions: preparation of requisitions for tools, supplies and materials; maintenance of inventory of tools and materials; record keeping for weekly and bi-weekly payrolls, and routing of service requests to the proper division. During Fiscal Year 1987, 284 purchase requisitions were prepared for maintenance materials and special projects.

PROJECTS COMPLETED BY THE ARCHITECTURAL DIVISION: FISCAL YEAR 1987 (BY BUILDING)

AREA OR ROOM	PROJECTS, DESIGNS, AND CONSTRUCTION SUPERVISION
CAPITOL	
Rotunda	Canopy conservation
West Central Front	Granite floor
West Front Terraces	Paving pattern
Senate Corridor	Pedestal for Mondale bust
Rooms ST-17 & ST-38	Alterations
Room ST-57	Plan
Room SB-6	New door and sound proofing
Room SB-10	Interior design
Room SB-13A	Cabinet
Room S-125	Alteration and interior design
Room S-130	Furniture layout, louvered door, and corridor closet
Room S-143	Interior design
First floor	Entrance alterations
Senate Chamber	Screen, TV camera locations, portable rostrum, and ramp
Room S-206	Mantel and toilet for the handicapped
Room S-208	Replacement doors and interior design
Room S-209	Interior design and bathroom
Room S-210	Pantry
Room S-211	Replacement doors
Room S-220	Furniture layout and bookcase sketch
Room S-221	Screen partition and sign
Rooms S-239 & S-312	Furniture layout
Room S-318	Furniture layout and screen partition
Room S-319	Screen partition
Room S-321	Furniture and partition layout
Room S-324	Cabinet
Room S-337	Interior design
Room S-401	Furniture layout
House Doorkeeper	Paint schedule
House Subbasement	Alterations
House Basement	Telephone equipment room
House Corridor	Appointment desk
House Chamber	Speaker's chair
Rooms H-106 through H-110	Interior design
Room H-124	Furniture layout and alterations
Rooms H-132 & H-133	Interior design
Room H-140	New movable rostrums
Room H-145	Furniture layout
Room H-146	Furniture layout and interior design
Room H-147	Interior design and aquarium stand
Rooms H-148, H-149 & H-150	Interior design
Room H-156	Renovation
Room H-164	Interior design
Room H-201	Interior design and new bathroom
Room H-202	Interior design
Room H-203	Interior design and new partition
Rooms H-204 & H-205	Interior design
Room H-206	Bookcase, interior design, and furniture layout
Rooms H-207, H-208 & H-209	Interior design
Room H-210	Interior design, alterations, and furniture layout
Rooms H-212, H-213 & H-214	Picture rearrangement
Rooms H-216, H-217, H-218 & H-219	Interior design
Room H-223	Work station
Rooms H-225 & H-232	Interior design
Rooms H-309 & H-310	Furniture and partition layout
Room H-320	Alterations
Room H-419	Furniture layout

PROJECTS COMPLETED BY THE ARCHITECTURAL DIVISION: FISCAL YEAR 1987 (BY BUILDING)—Continued

AREA OR ROOM	PROJECTS, DESIGNS, AND CONSTRUCTION SUPERVISION
CAPITOL GROUNDS	
East Front Plaza	Temporary security perimeter, guardhouse, pit hatch, and ladder
Senate Garage	Parking plan
Square 639	Specifications for resurfacing
Squares 721 & 722	Site plan
Square 764	Pedestal for Providence Hospital plaque
Warehouse	Location plan
BOTANIC GARDENS	
Interior	Toilets for the handicapped
	Access for the handicapped
RUSSELL SENATE OFFICE BUILDING	
Room ST–71	Renovation
Room B–31	Alterations
Room B–65	Alterations and color schedule
First Floor	Pedestal for the Jackson bust
Room 130	Alterations
Room 138	Furniture and partition layout
Rooms 192, 215, 216, 220, 222, 228, 232, 232A, 234, 236, 239, 240, 290, 296, 298, 302 & 309	Furniture layout
Room 325	Seating layout
Room 328	Interior design and furniture layout
Room 328A	Interior design
Rooms 329, 330, 331 & 332	Furniture layout
Rooms 332, 336 & 337	Interior design
Rooms 354, 358, 360, 362, 363, 364, 366, 369 & 375	Furniture layout
Rooms 376, 378, 380, 383, 384, 386, 387 & 387A	Furniture and partition layout
Rooms 412 & 414	Furniture layout
Room 418	Interior design
Room 420	Furniture layout
Rooms 425, 426, 427, 429, 430, 431, 433, 435 & 628	Furniture and partition layout
Room 494	Computer relocation
DIRKSEN SENATE OFFICE BUILDING	
Room 160	Plan
Rooms 212, 214, 222, 224, 240, 242 & 246	Furniture and partition layout
Room 431	New doors
Rooms 518, 519, 520, 522 & 524	Furniture and partition layout
Room 608	Rostrum add-on
HART SENATE OFFICE BUILDING	
Truck tunnel	Guard and pump house
Garage entrance	Guard house
Subbasement	Parking plan
Basement	Parking plan and stair
Ground	Parking plan
Rooms 101, 102 & 103	Plan
Rooms 110, 112 & 135	Modular furniture layout
Room 202	Furniture and partition layout
Rooms 203 & 209	Plan
Room 208	Modular furniture layout
Room 210	Furniture layout
Room 211	Furniture and partition layout
Room 216	Carpet, furniture, and partition layout
Room 223	Furniture and partition layout
Room 227	Furniture, partition, and modular furniture layout
Room 229	Furniture and partition layout
Room 303	Furniture, partition, carpet, and drapery layout
Rooms 305 & 308	Furniture and partition layout
Room 309	Furniture layout

PROJECTS COMPLETED BY THE ARCHITECTURAL DIVISION: FISCAL YEAR 1987 (BY BUILDING)—Continued

AREA OR ROOM	PROJECTS, DESIGNS, AND CONSTRUCTION SUPERVISION
Rooms 313, 317 & 320	Furniture and partition layout
Room 324	Bookcases, furniture layout and carpet design
Rooms 325 & 327	Furniture and partition layout
Room 330	Modular furniture layout
Room 331	Furniture and partition layout
Room 404	Furniture layout
Room 412	Modular furniture layout
Rooms 413 & 415	Furniture and partition layout
Room 417	Modular furniture layout
Room 422	Furniture and partition layout
Room 424	Furniture layout
Rooms 427, 431, 436 & 442	Modular furniture layout
Rooms 502 & 505	Furniture and partition layout
Room 506	Furniture layout
Room 509	Modular furniture plan
Room 513	Furniture layout
Room 516	Furniture and partition layout
Rooms 517, 522 & 524	Modular furniture layout
Room 527	Furniture and partition layout
Room 531	Modular furniture layout
Rooms 607 & 608	Furniture and partition layout
Room 612	Furniture layout
Room 616	Furniture and partition layout
Room 617	Furniture layout
Rooms 625, 628, 632 & 642	Furniture and partition layout
Room 645	Modular furniture plan
Rooms 702, 706, 713 & 716	Furniture and partition layout
Room 720	Furniture layout
Rooms 724 & 727	Furniture and partition layout
Room 728	Modular furniture plan and layout, furniture and partition layout
Rooms 730, 815 & 816	Furniture and partition layout
Room 830	Plan
Room 831	Furniture layout
Rooms 835 & 838	Furniture and partition layout
CANNON HOUSE OFFICE BUILDING	
Garage telephone room	Layout
Corridors	Color schedule
Rooms B-69 & B-71	Alterations
First Floor	Toilet for the handicapped
Room 113	Bookcases and furniture layout
Rooms 114, 133 & 137	Furniture layout
Second Floor	Toilet for the handicapped
Room 210A	Furniture layout
Room 210	Rostrum modification
Rooms 216 & 217	Furniture layout
Room 225	Furniture and partition layout
Rooms 229 & 230	Suite plan
Room 233	Partition change
Room 239	Furniture layout
Third Floor	Toilet for the handicapped
Room 301	Suite plan and furniture layout
Room 303	Suite plan
Room 312	Furniture layout
Room 313	Suite plan and room layout
Rooms 315, 319, 320 & 322	Furniture layout
Fourth Floor	Toilet for the handicapped
Room 405	Furniture layout
Room 415	Furniture and partition layout
Room 416	Furniture layout

PROJECTS COMPLETED BY THE ARCHITECTURAL DIVISION: FISCAL YEAR 1987 (BY BUILDING)—Continued

AREA OR ROOM	PROJECTS, DESIGNS, AND CONSTRUCTION SUPERVISION
Room 420	Suite plan and furniture layout
Rooms 425, 426 & 427	Furniture layout
Room 428	Suite plan
Room 502	Suite plan, furniture and partition layout
Room 508	Furniture layout
Room 509	Furniture and partition layout
Room 515	Suite plan and furniture layout
Roof Skylight	Alteration
LONGWORTH HOUSE OFFICE BUILDING	
Rooms SB-214, SB-215, SB-217, SB-225A & B-202	Alterations
Room B-203	Automatic Teller Machine
Room B-204	Plan
Room B-207	Plan and alterations
Rooms 1000 & 1019	Furniture Layout
Room 1028	Furniture and partition layout
Room 1030	Furniture layout
Room 1039	Suite plan and furniture layout
Rooms 1101 & 1102	Suite plan and alterations
Room 1111	Furniture layout
Room 1133	Suite plan and partitions
Room 1201	Cabinet
Room 1210	Furniture layout
Room 1216	Soundproofing, furniture, and partition layout
Rooms 1223, 1227, 1238, 1336, 1408 & 1428	Furniture layout
Room 1508	Suite plan
Room 1513	Vanity, furniture and partition layout
Rooms 1516, 1524, 1620 & 1710	Furniture and partition layout
Room 1711	Suite plan and furniture and partition layout
Room 1721	New partition and shelves
Room 1723	Furniture layout
RAYBURN HOUSE OFFICE BUILDING	
Room SB-303	Alterations
Rooms SB-331 & SB-351	Furniture layout
Rooms B-305, B-316 & B-317	Furniture and partition layout
Room B-318	Interior design, furniture and partition layout
Rooms B-323 & B-329	Furniture and partition layout
Room B-331	Furniture layout
Rooms B-333 & B-340	Furniture and partition layout
Rooms B-346 & B-346A	Furniture layout
Room B-365	Furniture and partition layout
Rooms 2114, 2115 & 2116	Alterations
Room 2117	Furniture and partition layout
Room 2118	Plan and movable rostrum
Room 2128	Movable rostrum
Room 2140	Furniture and partition layout
Room 2149	Alterations
Room 2166	Carpet design and paint schedule
Room 2167	Movable rostrum
Room 2172	Carpet design
Room 2175	Movable rostrum
Rooms 2217 & 2262	Furniture layout
Room 2269	Furniture and partition layout
Room 2305	Furniture layout
Room 2318	Movable rostrum and display cases
Room 2321	Alterations
Room 2352	Furniture layout
Room 2357B	Furniture and partition layout
Rooms 2402, 2430, 2442, 2447, 2463, 2464 & 2466	Furniture layout
Fifth Floor	New office
Corridor	Frame design

PROJECTS COMPLETED BY THE ARCHITECTURAL DIVISION: FISCAL YEAR 1987 (BY BUILDING)—Continued

AREA OR ROOM	PROJECTS, DESIGNS, AND CONSTRUCTION SUPERVISION
HOUSE OFFICE BUILDING ANNEX 1	
Garage	Telephone
Rooms 204, 209, 215 & 220	Alterations
Rooms 708, 714 & 814	Furniture layout
HOUSE OFFICE BUILDING ANNEX 2	
Garage	New loading dock ramp
Room 116	Alterations
Room 139	Partition layout
Room 162	Alterations
Rooms 179, 183 & 283	Furniture layout
Room 486	Partition layout
Rooms 545 & 546	Alterations
501 FIRST STREET	
Entrance	Alterations
LIBRARY OF CONGRESS	
Thomas Jefferson Building	
Great Hall	Seating plan
Elevators	Specifications for fire service
John Adams Building	
Elevators	Specifications for fire service
James Madison Memorial Building	
Lobby	Screen
SUPREME COURT	
Room B-02	Layout
Room G-31	Modular furniture layout and alterations
Theater	Design
Room 152	Bathroom

PROJECTS PERFORMED BY THE CONSTRUCTION MANAGEMENT DIVISION, CONSTRUCTION BRANCH (INCLUDING STONEWORK)

FISCAL YEAR 1987 (By Building)

LOCATION	ACTIVITY
UNITED STATES CAPITOL	
Exterior of building	Pointing and caulking
CAPITOL GROUNDS	
Taft Memorial	Marble restoration—site survey and estimate
Miscellaneous retaining walls on grounds	Repair of damage—site survey and estimate
West Terrace concrete pavers	Removal and resetting
Maryland and Pennsylvania Avenues walkways	Replacement/repair ornamental iron/lanterns, paver survey ongoing
East plaza & west grounds area	Security improvements
West Front	Relocate trailers
Warehouse	Modifications
DIRKSEN SENATE OFFICE BUILDING	
Exterior of building	Pointing and caulking
Senate Telecommunications Center	Construction of equipment room
RUSSELL SENATE OFFICE BUILDING	
Exterior of building	Pointing and caulking
Exterior terraces and stairs	Renovation

PROJECTS PERFORMED BY THE CONSTRUCTION MANAGEMENT DIVISION, CONSTRUCTION BRANCH (INCLUDING STONEWORK)—Continued

FISCAL YEAR 1987 (By Building)

LOCATION	ACTIVITY
HART SENATE OFFICE BUILDING	
Central Hearing Facility	Completion
Ninth floor	Temporary modifications for committee space
Truck service entrance	Security barricades
400 NORTH CAPITOL STREET	
Computer center	Alterations
CANNON HOUSE OFFICE BUILDING	
Exterior of building	Pointing and caulking
RAYBURN HOUSE OFFICE BUILDING	
Exterior of building	Pointing and caulking
LONGWORTH HOUSE OFFICE BUILDING	
Exterior of building	Pointing and caulking
Interior of building	Electrical and fire protection
SUPREME COURT	
Interior	Improvements to building HVAC operations
	Installation of dust collection system
	CCTV Equipment Room
	Alterations for electronic security improvements
	Library stacks, elevator machine room enclosure
	Room 151, new bathroom
	Library rooms (313–319), alterations
	Room 31, alterations
	Video theater renovation
Exterior of building	Pointing and caulking
Grounds and terraces	Security improvements
Judiciary Office Building	Survey work
LIBRARY OF CONGRESS	
Thomas Jefferson Building	
Exterior of building	Pointing and caulking
John Adams Building	
Exterior of building	Pointing and caulking
CAPITOL POWER PLANT	
Ash silo	Construction
Oil tank	Construction of enclosure
East and west substations	Electric interconnect
BOTANIC GARDEN	
Exterior of Conservatory	Stone replacement
Interior of Conservatory	Toilet for the handicapped
	Alterations
	Access ramps for the handicapped
	Emergency repair to water leak
Bartholdi Fountain	Restoration

Construction Management Division

United States Capitol Restoration of the West Central Front Construction Data

Removal and Cleaning of Masonry—Contract No. ACbr–753	
Contractor: Polonia Restoration Co., Inc.	
Original contract price	$275,000
Change orders issued (1 Supplement)	51,250
Adjusted Contract amount	326,250
Requisitions to date	326,250
Work completed	100%
Major work performed:	
Removal of existing paint from the sandstone walls of the West Central Front.	
Chronology:	
Invitation for Bids (IFB) date	September 13, 1983
Bid opening date	September 23, 1983
Contract award date	September 30, 1983
Substantial completion date	February 2, 1984
Final payment date	April 1985
Test Drilling—Contract No. ACbr–8410	
Contractor: Hydro Group, Inc.	
Original contract price	$49,869.00
Contractor's proposal for change orders (2) (9 supplements).	43,627.18
Adjusted contract amount	93,496.18
Requisitions to date	93,496.18
Work completed	100%
Major work performed:	
Installed four (4) arch ties and six (6) wall ties.	
Chronology:	
Invitation for Bids (IFB) date	November 18, 1983
Bid opening date	November 28, 1983
Contract award date	December 5, 1983
Substantial completion date	February 8, 1984
Final payment date	February 1986
General Construction—Contract No. ACbr–84027	
Contractor: Chas. H. Tompkins Co.	
Original contract price	$14,764,000
Change orders issued (114) (115 Supplements).	2,658,083
Adjusted contract price	17,422,083
Supplements issued for which proposals have not been received.	15
Estimated value of supplements issued	95,419
Contractor's supplement proposal received for which change orders remain to be issued.	8
Value of contractor's proposals	50,007
Requisitions to date	16,161,496
Work completed	87%
Major work performed:	
Removal and repair, replacement and refacement of deteriorated stone, replacement of windows, installation of arch, wall, plaster and corner ties, and miscellaneous plaster work.	
Chronology:	
Request for Proposal (RFP) date	February 10, 1984
Proposal date	April 24, 1984
Contract award date	May 25, 1984
Second Notice to proceed date	October 29, 1984
Substantial completion date	September 30, 1987

Renovation of the Immigration Building Construction Data

General Construction—Contract No. ACso–86019	
Contractor: Associated Builders, Inc.	
Original contract price	$3,949,000
Change orders issued (22) (22 supplements)	37,423
Adjusted contract amount	3,986,423
Supplements issued for which proposals have not been received.	15
Estimated value of supplements issued	18,865
Value of contractor's proposals	26,982
Requisitions to date	1,256,396
Work completed	44%
Major work performed:	
Contractor mobilized on site and began submission of equipment, material procedures, etc. for approval.	
Chronology:	
Request for Proposal (RFP) date	February 20, 1986
Proposal date	April 29, 1986
Contract award date	May 19, 1986
Second Notice to Proceed date	November 4, 1986
Estimated completion date	March 18, 1987
New Elevators—Contract No. ACso–87033	
Contractor: General Elevator Co., Inc.	
Original contract price	$267,000
Change orders issued (1) (1 supplement)	(13,500)
Adjusted contract amount	254,200
Supplements issued for which proposals have not been received.	0
Estimated value of supplements issued	0
Value of contractor's proposals	0
Requisitions to date	0
Work completed	90%
Major Work Performed.	
Contractor mobilized on site and began submission of equipment, material procedures, etc. for approval.	
Chronology:	
Request for Proposal (RFP) date	March 3, 1987
Proposal date	April 16, 1987
Contract award date	May 19, 1987
Second Notice to Proceed date	July 22, 1987
Estimated completion date	June 15, 1988

Renovation and Restoration of the Thomas Jefferson Building and John Adams Building Construction Data

Overview

Funding in the amount of $81 million was appropriated in the Second Supplemental Appropriation Act of 1984 (P.L. 98-396) for Renovation and Restoration of the Thomas Jefferson and John Adams Buildings of the Library of Congress.

The Renovation and Restoration Program will provide modernized space and facilities for the Library staff, visiting scholars, researchers, Members of Congress, and congressional staff. The buildings will be brought into compliance with fire and life safety standards, and their operating systems will be modernized and upgraded to include state-of-the-art technology. The buildings will also be restored and preserved to highlight the magnificence and beauty of the Thomas Jefferson Building, the architectural centerpiece of this undertaking, and to a lesser extent, the John Adams Building.

For purposes of reporting activities, four Milestones were established to delineate construction phases and areas and to provide fixed monuments for measuring progress, expenditures, and other criteria. Specific elements comprising each Milestone are the basis for detail reported and are representative of continuing or newly initiated activities within such Milestone. Milestone headings under which information is reported throughout the project are:

Milestone I—Phase I Interim Occupancy
Milestone II—Phase I Construction
Milestone III—Phase II Interim Occupancy
Milestone IV—Phase II Construction

As of this report, activities are concentrated primarily on Milestone II, Phase I construction; Milestone I having been previously reported complete. There is only one contract in the actual construction phase ACIc-85066, Mechanical Plumbing Fire Protection/Electrical/Architectural Preservation. Activities in progress include demolition, temporary protection, rough-in, layout, submittals, material and equipment procurement, and actual construction activities comprising respective applications of the Renovation and Restoration Program. Other contracts have been awarded ACIc-87035, Colonnades, and ACIc-86052, Renovation of Air Conditioning Systems. Off-site activities have commenced submittals, procurement, etc., and limited on-site activities prescribed by the contract are in progress.

Milestone II—Phase I Construction

Mechanical, Plumbing, Fire Protection; Electrical; Architectural Preservation

Contract No. AClc-85066 was awarded to Grunley Walsh Construction Co., Inc. on February 26, 1986, in the amount of $18,210,000.00 for performance of work. On-site construction work has been underway since the issuance of the second Notice to Proceed September 29, 1986.

Activities in progress include demolition, temporary protection, rough-in, layout, submittals, material and equipment procurement, and actual construction comprising the respective application of the Renovation and Restoration Program. During execution of construction activities, areas identified as containing asbestos materials were found to exist in both buildings. Cleanup of such materials not otherwise classified or considered contract work was accomplished by the Architect of the Capitol's (AOC) Asbestos Abatement Group.

Presently, the construction schedule is showing the project slightly behind schedule. This delay does not pose any serious problems at present, and it is felt that the overall project schedule can be maintained.

CATV / Cable / Security

The design of the CATV/Cable/Security Systems is being developed in accordance with information being furnished by the Library of Congress. Phase I needs to have been refined to permit assignment to Grunley-Walsh Construction Co., Inc., (Contract AClc-85066), of rough-in work, conduits, junction boxes, and terminal boxes. Design of systems for Phase II areas will include work now underway in Phase I and will be incorporated into bid documents for Phase II.

Procurement and installation of sophisticated equipment required for the systems, such as cameras, card readers, alarms, etc., are not part of the renovation and restoration funding. The AOC is working with the Library of Congress to determine how funding for such material will be requested.

Colonnades

Proposals for the construction of the office colonnades were received on August 5, 1987. Contract No. AClc-87035 was awarded to Grunley-Walsh Construction Co., Inc., of Rockville, Maryland, on August 26, 1987 in the amount of $6,401,000 for performance of the contract work.

A First Notice to Proceed is in preparation for issuance which will permit commencement of all off-site work and certain on-site activities as defined by the contract. Pending approval of the Contractor's schedule and the erection of a full scale mockup of specific parts of a Colonnade, a Second Notice to Proceed will be issued authorizing Phase I work to commence on-site and also authorize certain off-site work intended for Phase II. A Third Notice to Proceed will be issued authorizing commencement of remaining Phase II on-site work; the actual date of issuance is dependent upon the schedules of other Phase II contractors.

Elevator Modernization

Elevator Modernization in both buildings will be performed under three separate contracts and coordinated with Phase I construction activities. Specifications for elevator modernization work have been rewritten to master spec format. Upon completion of drawings and other minor design work, documents will be ready for prospective bidders.

Work to be performed under the proposed contracts will be: fire service and cab modifications to two elevators in the Thomas Jefferson Building; fire service modifications to four elevators in the John Adams Building; and replacement of the service elevator in the John Adams Building.

Renovation of Air Conditioning Systems

Contract No. ACIc-86052 was awarded to W.G. Cornell Co. of Washington, D.C., on June 30, 1987, in the amount of $6,190,000 for performance of work identified as Renovation of Air Conditioning Systems. A First Notice to Proceed was issued to the contractor on September 3, 1987, permitting commencement of off-site work and specific on-site activities set forth in the contract. Pending approval of the Contractor's schedule, a Second Notice to Proceed, permitting commencement of on-site construction activities, will be issued.

Renovation of Exterior Windows and Double Glazing

Qualification questionnaires have been received from potential offerors for performance of work for the renovation of exterior windows and double glazing for the Thomas Jefferson and John Adams Buildings. All respondents have been notified whether or not they are qualified to submit proposals.

Work proposed to be performed as part of the initial (Phase I) and subsequent procurement(s) is generally described as follows:

1. Preparation of bid documents for performance of work for renovation of exterior windows and installation of interior storm windows in the Phase I area of the Thomas Jefferson Building, to be issued in the near future.

2. Preparation of separate bid documents for procurement of interior storm windows for the John Adams Building for installation by AOC in-house forces.

3. Incorporation into Phase II bid documents the performance of work for renovation of exterior windows and installation of interior storm windows in the Phase II area of the Thomas Jefferson Building.

Existing wood sash in the Thomas Jefferson Building will be removed, taken to the contractor's facilities, restored to the extent specified and/or required, and then reinstalled at the site; including replication of deteriorated components, replacement of glass, glazing and sealant materials, and weatherstripping and painting of sash and frames. New interior storm windows are to be furnished and installed as part of the contract work.

Rosenwald Room

A detailed scope of work for the Lessing J. Rosenwald Room is currently being refined with the assistance of the Rosenwald family and the Library of Congress. Once design approval is achieved, the Architect of the Capitol will determine the proper methods for preparation of detailed construction documents and the means to accomplish construction, i.e., bid, award to an on-site contractor or performance with in-house work forces. It is anticipated that this work will be accomplished during the same time frame as Phase I renovation and restoration activities.

Display Cases

There will be two sizes of display cases, referred to as a tall case and a low case. Design and construction documents for the tall case, including lighting and environmental controls, are nearly complete. Preliminary drawings and related information, including electrical design are in process for the low case. It is expected that qualification questionnaires will soon be issued and a list of qualified offerors compiled. Proposals for performance of the work will then be solicited.

Specialty Painting

Qualification questionnaires have been received from potential offerors for performance of Phase I specialty painting. Bid docu-

ments identified as Request for Proposals (REP) No. 8617, as modified by addenda and supplemental bidding information, have been issued to those qualified to submit proposals. Specialty painting will include pinstriping, stenciling of colors, stippling technique, replicating of forms, and the restoration of metal leaf. Award of contract for specialty painting will be made upon receipt, review, and evaluation of proposals and, as necessary, negotiation and request for submission of "Best and Final" proposals.

Art Restoration

Perry Huston and Associates, Inc., (PHA), a nationally recognized art restoration firm, studied the condition of murals in the Thomas Jefferson and John Adams Buildings. A report was prepared recommending treatment(s) and providing a cost estimate for each mural. The AOC has issued a "Letter of Intent" to enter into a contract with PHA for the performance of the restoration work. Mr. Huston, by authorization of said "Letter," has visited the site to review scheduling, procedures, etc., in an effort to establish guidelines and information for preparation of a formal contract.

Work to be performed under the proposed contract will be for both buildings. Initial planning indicated that work would commence with Phase I construction, continue through interim occupancy period, and conclude with Phase II construction. Alternate scheduling is presently under consideration, based on input from the Library, which would permit more effective utilization of PHA Conservators and be more flexible with respect to other construction activities and schedules.

Signage

Signage for both the Thomas Jefferson and John Adams Buildings will probably be procured by contract and installed by in-house personnel. At present, it is too early in the program to determine specific signage requirements. However, procurement associated with this activity will begin in time to permit completion and installation of the Signage in the Phase I areas of both buildings just prior to the interim occupancy move from temporary space assignments in Phase II areas to the newly restored Phase I areas.

Milestone III—Interim Occupancy

The second interim occupancy period, Milestone III, is scheduled to occur upon completion of Phase I and prior to the start of Phase II. This is necessary to permit the Library to relocate staff and equipment from the temporarily assigned spaces in the Phase II area to the newly renovated Phase I area. Other on-going construc-

tion-related activities awarded during Phase I for work to be performed in both phases may continue during the period of time, depending upon scheduling, and will not interrupt the operations of the Library of Congress.

Milestone IV—Phase II Construction

Certain Phase II construction activities are similar to those performed in Phase I, but they will not be as numerous. Activities that occur in both phases of construction will have been undertaken and classified with Phase I construction. Renovation of air conditioning systems and art restoration are typical on-going activities that will be continued throughout Phase I and Phase II construction periods and the interim occupancy period in both buildings. Planned as one contract for both Phase I and Phase II, work in the Colonnades will cease upon completion of the Phase I area and will resume in the Phase II area after interim occupancy moves have been completed.

ARCHITECT OF THE CAPITOL APPROPRIATIONS FISCAL YEARS 1984–1987 (INCLUDING SUPPLEMENTALS)

	Fiscal Year 1984		Fiscal Year 1985		Fiscal Year 1986		Fiscal Year 1987	
	Amount	Positions	Amount	Positions	Amount	Positions	Amount	Positions
Salaries, Office of the Architect of the Capitol	$ 4,906,000	134	$ 5,212,000	136	$ 5,434,000	136	$ 5,478,000	136
Contingent Expenses	360,000		235,000		96,000		50,000	
Capitol Buildings	13,380,000	199	11,643,850	202	18,516,000	202	12,325,000	202
Capitol Grounds	3,449,000	84	2,896,000	84	3,359,000	84	3,290,000	84
Senate Office Buildings	24,712,000	578	20,762,000	578	18,876,000	578	25,903,000	585
House Office Buildings	21,684,000	779	22,873,000	779	21,138,000	759	26,138,000	769
Capitol Power Plant	23,602,000	104	23,904,000	104	24,068,000	104	24,716,000	104
Library Buildings and Grounds, Structural and Mechanical Care	87,570,000	133	5,799,000	133	5,536,000	133	6,260,000	133
Grand Total, Architect of the Capitol	$179,663,000	2,011	$93,324,850	2,016	$97,023,000	2,006	$104,160,000	2,013
Botanic Garden, Salaries and Expenses	$ 2,058,000	57	$ 2,080,000	57	$ 2,094,000	57	$ 2,135,000	57
Care of the Building and Grounds, Supreme Court	$ 2,571,000	33	$ 2,242,000	33	$ 2,223,000	33	$ 2,336,000	33
Study of Construction of Office Building					1,300,000			

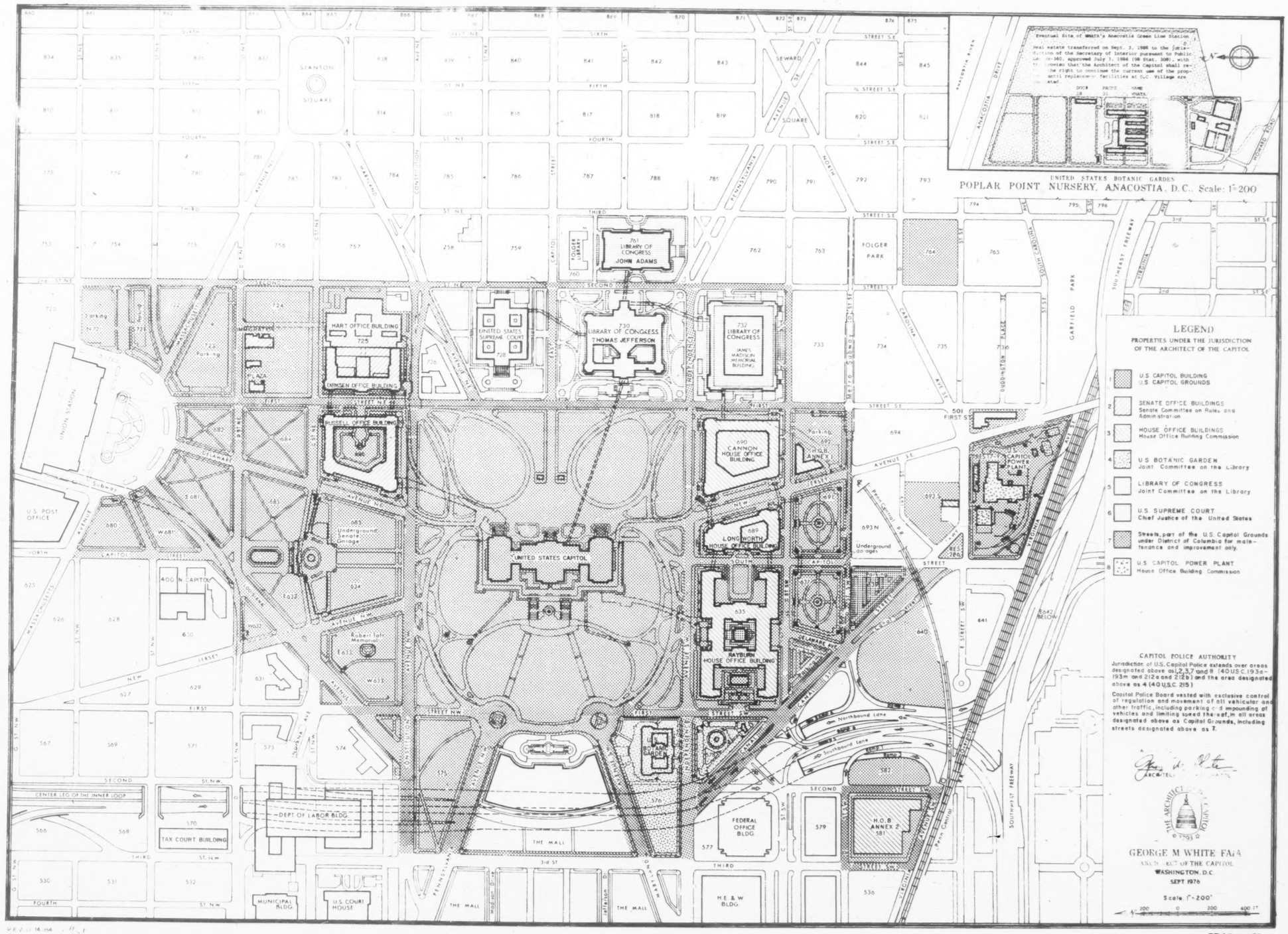
ARCHITECT OF THE CAPITOL SUMMARY OF APPROPRIATIONS AND AUTHORIZED POSITIONS FISCAL YEAR 1987

Appropriation	Amount	Number authorized positions
Salaries	$ 5,478,000	136
Contingent Expenses	50,000	
Capitol Buildings	12,325,000	202
Capitol Grounds	3,290,000	84
Senate Office Buildings	25,903,000	585
House Office Buildings	26,138,000	769
Capitol Power Plant	24,716,000	104
Library Buildings and Grounds	6,260,000	133
Botanic Garden	2,135,000	57
Total	$ 106,295,000	2,070
Care of Supreme Court Buildings and Grounds	$ 2,336,000	33

Legislation Enacted During Fiscal Year 1987 Relating to the Work of the Architect of the Capitol

Bill or Resolution	Title	Date Enacted	Public Law No	Subject Matter
H.R. 4378	Commemorative Works on Certain Federal Lands in the District of Columbia	11/14/86	99-652	Provides for placement of commemorative works on federal lands. Architect of the Capitol serves as member on National Capital Memorial Commission.
H.J. RES. 738	Making Continuing Appropriations for the Fiscal Year 1987	10/18/86	99-500	Title IV contains the Judiciary Appropriation "Care of the Building and Grounds" for Fiscal Year 1987.
H. RES. 582	To Designate Room H-324 in the Capitol as the Thomas P. O'Neill, Jr. Room	10/09/86		Names Room H-324, U.S. Capitol Building after former Speaker of the House.
H.R. 1827	Supplemental Appropriations Fiscal Year 1987	7/11/87	100-71	Increased cost retirement contributions; Fiscal Year 1987 increased pay costs.
H.J. RES. 362	Making Continuing Appropriations for the Fiscal Year 1988	9/30/87	100-120	Continues appropriations for all government activities on the same level as Fiscal Year 1987 through 11/10/87.
H. CON. RES. 49	Holocaust Commemorations and Memorials	House 2/26/87; Senate 3/20/87		Use of Capitol Rotunda, to observe Days of Remembrance of victims of the Holocaust.
H. CON. RES. 91	Special Olympics	House 3/31/87; Senate 5/12/87		Permits 1987 Torch Relay to be run through the U.S. Capitol Grounds.
H. CON. RES. 161	Bicentennial of the U.S. Constitution	House 8/6/87; Senate 8/7/87		Public ceremony to honor the Bicentennial of the U.S. Constitution on west lawn of the U.S. Capitol Grounds.

29-319 (88)


Eventual Site of WMATA's Anacostia Green Line Station
Real estate transferred on Sept. 3, 1986 to the jurisdiction of the Secretary of Interior pursuant to Public Law 99-340, approved July 3, 1986 (98 Stat. 308), with the provision that the Architect of the Capitol shall retain the right to continue the current use of the property until replacement facilities at D.C. Village are provided.
DOC# PAGE# NAME
18 23 WMATA
ANACOSTIA RIVER
ANACOSTIA DRIVE
HOWARD ROAD
UNITED STATES BOTANIC GARDEN
POPLAR POINT NURSERY, ANACOSTIA, D.C. Scale: 1"=200'
LEGEND
PROPERTIES UNDER THE JURISDICTION OF THE ARCHITECT OF THE CAPITOL
1 U.S. CAPITOL BUILDING U.S. CAPITOL GROUNDS
2 SENATE OFFICE BUILDINGS Senate Committee on Rules and Administration
3 HOUSE OFFICE BUILDINGS House Office Building Commission
4 U.S. BOTANIC GARDEN Joint Committee on the Library
5 LIBRARY OF CONGRESS Joint Committee on the Library
6 U.S. SUPREME COURT Chief Justice of the United States
7 Streets, part of the U.S. Capitol Grounds under District of Columbia for maintenance and improvement only.
8 U.S. CAPITOL POWER PLANT House Office Building Commission
CAPITOL POLICE AUTHORITY
Jurisdiction of U.S. Capitol Police extends over areas designated above as 1,2,3,7 and 8 (40 U.S.C. 193a-193m and 212a and 212b) and the area designated above as 4 (40 U.S.C. 215)
Capitol Police Board vested with exclusive control of regulation and movement of all vehicular and other traffic, including parking and impounding of vehicles and limiting speed thereof, in all areas designated above as Capitol Grounds, including streets designated above as 7.
GEORGE M WHITE FAIA
ARCHITECT OF THE CAPITOL
WASHINGTON, D.C.
SEPT 1976
Scale 1"=200'
200 0 200 400 FT
STANTON SQUARE
SEWARD SQUARE
FOLGER PARK
GARFIELD PARK
LIBRARY OF CONGRESS JOHN ADAMS
LIBRARY OF CONGRESS THOMAS JEFFERSON
LIBRARY OF CONGRESS JAMES MADISON MEMORIAL BUILDING
HART OFFICE BUILDING
DIRKSEN OFFICE BUILDING
RUSSELL OFFICE BUILDING
CANNON HOUSE OFFICE BUILDING
LONGWORTH HOUSE OFFICE BUILDING
RAYBURN HOUSE OFFICE BUILDING
UNITED STATES CAPITOL
UNITED STATES SUPREME COURT
CAPITOL POWER PLANT
FEDERAL OFFICE BLDG
H.O.B ANNEX 2
H.E. & W. BLDG
DEPT OF LABOR BLDG
TAX COURT BUILDING
MUNICIPAL BLDG
U.S. COURT HOUSE
U.S. POST OFFICE
UNION STATION
THE MALL
CENTER LEG OF THE INNER LOOP
Northbound Lane
Southbound Lane
SOUTHWEST FREEWAY
501 FIRST ST
400 N CAPITOL

MAP SHOWING PROPERTIES UNDER JURISDICTION OF THE ARCHITECT OF THE CAPITOL

REV. 6-24-77
REV. 1-9-80
REV. 10-21-80
REV. 2-2-81
REV. 7-20-81
REV. 6-29-82
REV. 5-5-84